

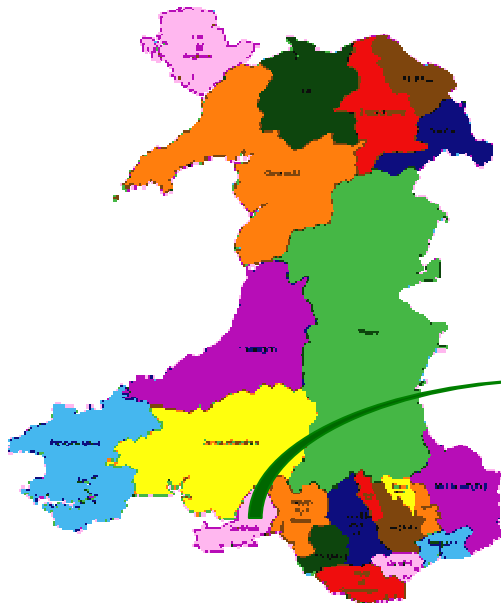
# Statement of Accounts 2013/14



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# INTRODUCTION



The City and County of Swansea is located on the South Wales Coast and is one of twenty two unitary local authorities providing local government services in Wales.

The area of the Authority includes the Gower peninsula, designated as Britain's first area of outstanding natural beauty.

Approximately 239,600 people live within the boundaries of the Authority of which:

- 41,500 are aged under 16
- 51,700 are of pensionable age
- 21,000 are aged 75 years and over



The County has a mixed agricultural and industrial economy. The City sits at the mouth of the River Tawe, from which its Welsh name, Abertawe, derives.

This Statement of Accounts is one of a number of publications, which include the revenue and capital budgets, produced to comply with the law and designed to provide information about the Authority's financial affairs.

Copies of these accounts can be obtained from:  
The Head of Finance and Delivery  
City and County of Swansea  
Civic Centre  
Swansea  
SA1 3SN

## **EXPLANATORY FOREWORD**

The main elements of this Statement of Accounts comprise:-

- \* The Movement in Reserves Statement which shows the movement in the year on the different reserves held by the Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves.
- \* The Comprehensive Income and Expenditure Statement, which shows the income from, and spending on, Authority services for the year. It also shows how much money we get from the Welsh Government, business ratepayers and Council taxpayers together with the net deficit / surplus for the year.
- \* The Balance Sheet, showing a snapshot of the Authority's financial position at the 31st March 2014.
- \* The Cash Flow Statement, which shows transactions for the year on a cash basis rather than on an accruals basis.
- \* The notes to the accounts, incorporating the main accounting policies which show the basis on which we have prepared the accounts and the accounting principles the Authority has adopted. The notes also offer further analysis of items appearing in the main financial statements.
- \* The Housing Revenue Account (HRA) Income and Expenditure Statement, which shows income from, and spending on, Council housing for the year. This account is stated separately as required by statute although the overall results are incorporated into the Authority's Comprehensive Income and Expenditure Statement.
- \* The Pension Fund accounts, which show all contributions received and benefits paid for the year together with a snapshot of the financial position of the fund at the year end.
- \* The Group Accounts, which show the consolidated accounts of the Authority and its group companies.
- \* The Certificate and Statement of Responsibilities of the Head of Finance and Delivery who is the responsible officer for the production of the statement.
- \* The Annual Governance Statement, which gives an indication of the arrangements for and effectiveness of internal control procedures within the Authority.
- \* The auditor's opinion and certificate relating to the Statement of Accounts.

## ***EXPLANATORY FOREWORD***

**We incur two main types of expenditure – revenue expenditure and capital expenditure.**

**Revenue expenditure** covers spending on the day to day costs of our services such as staff salaries and wages, maintenance of buildings and general supplies and equipment. This expenditure is paid for by the income we receive from Council taxpayers, business ratepayers, the fees and charges made for certain services, and by the grants we receive from Government.

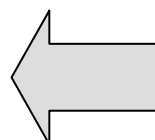
**Capital expenditure** covers spending on assets such as roads, redevelopment and the major renovation of buildings. These assets will provide benefits to the community for several years and the expenditure is largely financed by borrowing, capital grants and the sale of fixed assets. Amounts borrowed for capital purposes are repaid in part each year as part of our revenue expenditure.

Sources of borrowing utilised include the Public Works Loan Board (PWLB) and capital markets. The PWLB is a Government agency which provides longer-term loans to local authorities.

## EXPLANATORY FOREWORD

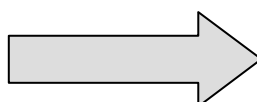
### Revenue spending in 2013/2014

	£'m	%
Revenue support grant	254.6	34
Non domestic rates	74.9	10
Council tax (including Reduction Scheme)	108.1	14
Other income (rents, fees and charges, specific grants)	318.1	42
	755.7	100



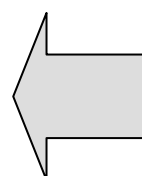
**Where our money comes from**

**What we spend it on**



	£'m	%
Employees	318.0	43
Capital charges	18.7	2
Running costs	387.3	51
Precepts/Levies	28.3	4
Reserve transfers	3.4	0
	755.7	100

	£'m	%
Education & Children's Services	280.8	37
Adult Social Services	98.7	13
Highways/transport	49.6	7
Culture & related services	39.6	5
Environmental and regulatory services	35.3	5
Planning services	23.9	3
Housing	169.5	22
Precepts/levies	28.3	4
Reserve transfers	3.4	0
Other	26.6	4
	755.7	100



**And the services it provides**

## **EXPLANATORY FOREWORD**

### **Authority services**

The revenue outturn position of the Authority for 2013/14 resulted in an increase in expenditure on services of £0.6m under the adjusted budget. In addition, the revenue outturn position reflects a further £3.4m of one off expenditure on an invest to save basis, that was met from the Authority's contingency fund primarily to fund early retirement and voluntary redundancy costs as the Authority seeks to reduce its operating costs and adjust to reducing grant levels.

The net underspend on Services reflects forecast and known pressures within both Social Services and Education budgets which have been reflected in 2014/15 budget proposals.

### **Other budget variations**

Other charges during the year arose from increases in capital repayments and interest charges (£0.090m) and increased income from Council Tax (£1.333m).

The above resulted in a lower overall use of the Contingency Fund than was forecast in the third quarter financial monitoring report and enabled £1m to be set aside to provide for an Early Intervention Reserve as the Authority continues to seek to transform service delivery in a period of financially constrained and diminishing resources. The Authority did not need to draw down its general reserves for the year as had originally been planned.

### **Housing Revenue Account**

The Housing Revenue Account of the Authority is a ring fenced account dealing exclusively with income and expenditure arising from the Authority's housing stock. For 2013/14 there was a net increase in HRA reserves at year end of £0.009m (2012/13 net decrease £2.1m).

# EXPLANATORY FOREWORD

## Capital spending in 2013/14

	£'000
External borrowing	19,643
Government grants	32,073
European grants	7,903
Other grants/contributions	1,407
Capital receipts	3,937
Revenue and reserves	20,552
Financing of previous years	-1,487
	<u>84,028</u>

*Where our money comes from*

*What services we spend it on*

	£'000
Corporate Services	4,625
Place Services	65,903
People Services	<u>13,500</u>
	<u>84,028</u>

*Some of the assets it provided*

	£'000		£'000
<b>Corporate Services</b>		<b>Place Services</b>	
IT hardware and services	2,080	<b>Highways and Transportation</b>	
		Footway resurfacing	434
<b>People Services</b>		Highways Carriageways	2,056
<b>Education</b>		Morfa Road phases 1 & 2	713
Morrison Comprehensive	10,674	Road Safety Traffic	338
Burlais rebuild	453	Morrison SRIC	484
Gowerton rebuild	445		
Flying Start schemes	692	<b>Economic Development</b>	
Schools capital maintenance	5,730	Boulevard road works	4,713
		Felindre infrastructure works	2,855
<b>Place Services</b>		Pontardulais public realm	455
<b>Housing</b>		Hafod Copperworks	413
HRA BISF Houses Penlan	2,200		
HRA Door/window renewals	3,628	<b>Other Services</b>	
HRA Adaptation works	3,517	Glyn Vivian refurbishment	443
HRA Boiler replacements	4,169	Guildhall refurbishment	1,873
HRA Weatherproofing	5,223	Brangwyn Hall refurbishment	3,068
HRA Security works	1,734	Baling plant	320
HRA Rewiring	1,176	Other Buildings Capital Maintenance	1,788
Housing DFG Grants	3,963	Housing Renovation/DFGs	4,316
Hafod Renewal Area	1,649	Housing loans	757
Housing other grants/loans	603	Hafod Renewal Area	638
		Marina barrage	384



## **EXPLANATORY FOREWORD**

The Authority maintains a number of provisions and reserves. Provisions are disclosed in Note 20 on pages 75 and 76. The information regarding reserves are disclosed in the Movement in Reserves Statement on pages 12 to 14 and Note 7 on page 54.

Provisions are amounts included in the accounts as liabilities where there has been a past event which is likely to result in a financial liability but where there is uncertainty over timing and the precise value of the liability that has been incurred. It is therefore the Authority's best estimate of the financial liability as at 31st March 2014.

The Council holds Earmarked Reserves for specific purposes, together with a level of General Reserves which are available to support overall Council expenditure. However, due to the nature, size and complexity of the Council's operations, and in particular the potential for short term volatility in terms of elements of income and expenditure, it is prudent to maintain a level of General Reserves sufficient to meet anticipated and known financial risks.

At the end of the year, the Authority's revenue reserve balances amounted to £82.108m (2012/13 £79.135m).

### **International Accounting Standard 19 Employee Benefits (IAS 19)**

The Accounts comply with the requirements of the above standard in that they reflect in the revenue accounts the current year cost of pension provision to employees as advised by the Authority's actuary. The Statements also contain, within the Balance Sheet, the actuary's assessment of the Authority's share of the Pension Fund liability as at 31st March 2014 and the reserve needed to fund that liability.

The pension fund liability that is disclosed within the Balance Sheet is the total projected deficit that exists over the expected life of the fund. This deficit will change on an annual basis dependent on the performance of investments and the actuarial assumptions that are made in terms of current pensioners, deferred pensioners and current employees.

The fund is subject to a 3 yearly actuarial valuation which assesses the then state of the pension fund and advises the various admitted bodies on the appropriate rate of employers contributions that needs to be made in order to restore the fund to a balanced position over a period of time. The contribution rate used in 2013/14 relates to the valuation undertaken on 31st March 2010.

The Local Government Pension Scheme is a statutory scheme and, as such, benefits accruing under the scheme can only be changed by legislation. The Department for Communities and Local Government legislated for a new scheme which commenced in April 2008 which was designed to have a material and beneficial effect on the projected cost of the scheme over future years.

### **Group Accounts**

The 2013/14 Statement contains Group Accounts which show the consolidated position of the City & County of Swansea and its subsidiary/related companies.

# **EXPLANATORY FOREWORD**

## **Changes in the form and content of the Statement**

The Statement has been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14. The code is published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The 2013/14 CIPFA Code of Practice on Local Authority Accounting requires extensive revisions to the classification, recognition, measurement and disclosures in respect of post-employment benefits following the June 2011 amendments to IAS19.

The principal changes are as follows -

- The expected return on assets is calculated at the discount rate advised by the Actuary, instead of as currently at an expected return based on actual assets held in the Pension Fund.
- The interest on the service cost is included in the service cost itself.
- Administration expenses continue to be charged through the Comprehensive Income and Expenditure Statement (included in the service cost).

These changes result in higher charges in the Comprehensive Income and Expenditure Statement.

The 2012/13 comparative figures have been restated following the revisions to IAS19. The Comprehensive Income and Expenditure Statement, Movement In Reserves Statement, Cashflow Statement, Housing Revenue Account and related disclosure notes have been amended to reflect these changes. This is shown in Note 45.

The Directorate Income and Expenditure figures for 2012/13 in Disclosure Note 25 (Amounts Reported for Resource Allocation Decisions) on Pages 83 to 86 have been revised following the recent Senior Management Restructure of the Council.

## **Financial outlook for the Authority.**

On 18th February 2014 the Authority approved a medium term financial plan which highlighted potential revenue shortfalls rising from £17.295m in 2015/16 to £38.795m in 2017/18.

That report also contained a range of potential service specific savings options including cumulative reductions in management, supervision and administrative employee costs, assets, third party spend, income and charging together with the potential remodelling of service delivery across some areas of the Authority's activities.

## **EXPLANATORY FOREWORD**

Notwithstanding the information contained within the medium term financial plan, it is clear that the financial outlook for the Authority in terms of Central Government funding and support for both Revenue and Capital expenditure is likely to significantly reduce in the short/medium term in line with the UK Government austerity measures.

Whilst the precise details of funding available for 2015/16 and beyond have not been announced current indications are that an overall reduction in support of circa 20% is quite feasible. The Authority is already undertaking initial work to plan for such reductions.

The Authority faces a challenging agenda including the introduction of an equal pay compliant pay and grading structure from 1st April 2014, development of regional partnership arrangements in line with Welsh Government policy, and compliance with any legislative and other changes arising from the review of pension arrangements for all staff which were subject to implementation from 1st April 2014.

### **Further information**

You can get more information about the accounts from the Head of Finance and Delivery, City and County of Swansea, Civic Centre, Swansea, SA1 3SN.

## ***MOVEMENT IN RESERVES STATEMENT***

This Statement shows the movement in the year on the different reserves held by the Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and unusable reserves.

The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance and the Housing Revenue Account for council tax setting and dwellings rent setting purposes.

The Net Increase /Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance and Housing Revenue Account Balance before any discretionary transfers to or from earmarked reserves undertaken by the Authority.

## MOVEMENT IN RESERVES STATEMENT

Restated 2012/13	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000
<b>Balance at 31 March 2012</b>	<b>6,277</b>	<b>54,438</b>	<b>16,058</b>	<b>13,089</b>	<b>19,951</b>	<b>109,813</b>	<b>59,757</b>	<b>169,570</b>
<b>Movement in reserves during 2012/13</b>								
(Deficit) on the provision of services	-26,609	0	-4,750	0	0	-31,359	0	-31,359
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	21,952	21,952
<b>Total Comprehensive Income and Expenditure</b>	<b>-26,609</b>	<b>0</b>	<b>-4,750</b>	<b>0</b>	<b>0</b>	<b>-31,359</b>	<b>21,952</b>	<b>-9,407</b>
Adjustments between accounting basis & funding basis under regulations (Note 6)	30,999	0	2,622	-2,226	5,212	36,607	-36,607	0
<b>Net Decrease/Increase before Transfers to Earmarked Reserves</b>	<b>4,390</b>	<b>0</b>	<b>-2,128</b>	<b>-2,226</b>	<b>5,212</b>	<b>5,248</b>	<b>-14,655</b>	<b>-9,407</b>
Transfers from / to Earmarked Reserves (Note 7)	2,488	-2,416	28	-100	0	0	0	0
<b>Increase/Decrease in 2012/13</b>	<b>6,878</b>	<b>-2,416</b>	<b>-2,100</b>	<b>-2,326</b>	<b>5,212</b>	<b>5,248</b>	<b>-14,655</b>	<b>-9,407</b>
<b>Balance at 31 March 2013 carried forward</b>	<b>13,155</b>	<b>52,022</b>	<b>13,958</b>	<b>10,763</b>	<b>25,163</b>	<b>115,061</b>	<b>45,102</b>	<b>160,163</b>

The Movement In Reserves Statement for 2012/13 has been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The implementation of this standard results in a change of accounting policy that requires a prior year adjustment as shown in Note 45.

## MOVEMENT IN RESERVES STATEMENT

	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000
<b>Balance at 31 March 2013 brought forward</b>	<b>13,155</b>	<b>52,022</b>	<b>13,958</b>	<b>10,763</b>	<b>25,163</b>	<b>115,061</b>	<b>45,102</b>	<b>160,163</b>
<b>Movement in reserves during 2013/14</b>								
(Deficit) on the provision of services	-23,625	0	-730	0	0	-24,355	0	-24,355
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	240,665	240,665
<b>Total Comprehensive Income and Expenditure</b>	<b>-23,625</b>	<b>0</b>	<b>-730</b>	<b>0</b>	<b>0</b>	<b>-24,355</b>	<b>240,665</b>	<b>216,310</b>
Adjustments between accounting basis & funding basis under regulations (Note 6)	26,942	0	1,088	1,044	-3,182	25,892	-25,892	0
<b>Net Decrease/Increase before Transfers to Earmarked Reserves</b>	<b>3,317</b>	<b>0</b>	<b>358</b>	<b>1,044</b>	<b>-3,182</b>	<b>1,537</b>	<b>214,773</b>	<b>216,310</b>
Transfers to/from Earmarked Reserves (Note 7)	-3,317	2,964	-349	702	0	0	0	0
<b>Decrease/Increase in Year</b>	<b>0</b>	<b>2,964</b>	<b>9</b>	<b>1,746</b>	<b>-3,182</b>	<b>1,537</b>	<b>214,773</b>	<b>216,310</b>
<b>Balance at 31 March 2014 carried forward</b>	<b>13,155</b>	<b>54,986</b>	<b>13,967</b>	<b>12,509</b>	<b>21,981</b>	<b>116,598</b>	<b>259,875</b>	<b>376,473</b>

## **COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT**

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

Restated 2012/13			2013/14		
Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000	£'000	£'000	£'000
27,034	-23,276	3,758	7,659	-3,867	3,792
		Central services to the public			
34,334	-10,969	23,365	39,580	-13,701	25,879
		Cultural and related services			
277,288	-55,774	221,514	280,751	-52,790	227,961
		Education and children's services			
44,710	-24,036	20,674	49,624	-28,794	20,830
		Highways and transport services			
57,948	-50,028	7,920	57,643	-51,930	5,713
		Local authority housing (HRA)			
111,289	-107,836	3,453	111,845	-103,569	8,276
		Other housing services			
98,300	-29,635	68,665	98,651	-25,344	73,307
		Adult social care			
34,766	-14,406	20,360	35,279	-13,299	21,980
		Environmental and regulatory services			
25,903	-14,659	11,244	23,853	-11,735	12,118
		Planning services			
14,171	-10,105	4,066	23,129	-7,170	15,959
		Corporate and democratic core			
17,545	-2,186	15,359	11,822	-2,243	9,579
		Non distributed costs - other			
<b>743,288</b>	<b>-342,910</b>	<b>400,378</b>	<b>739,836</b>	<b>-314,442</b>	<b>425,394</b>
		<b>Cost of Services</b>			

## **COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT**

Restated 2012/13			2013/14			
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000		£'000	£'000	£'000
26,432	0	26,432	Other operating expenditure (Note 8)	25,105	0	25,105
75,748	-37,896	37,852	Financing and investment income and expenditure (Note 9)	78,095	-47,104	30,991
0	-433,303	-433,303	Taxation and non-specific grant income (Note 10)	0	-457,135	-457,135
		<b>31,359</b>	<b>(Surplus) or Deficit on Provision of Services</b>			<b>24,355</b>
		-58,972	(Surplus) or deficit on revaluation of Property, Plant and Equipment assets (Note 21)			-67,305
		37,020	Actuarial (gains) / losses on pension assets / liabilities (Note 21)			-173,360
		<b>-21,952</b>	<b>Other Comprehensive Income and Expenditure</b>			<b>-240,665</b>
		<b>9,407</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>-216,310</b>

The Comprehensive Income and Expenditure Statement for 2012/13 has been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The implementation of this standard results in a change of accounting policy that requires a prior year adjustment as shown in Note 45.



## **BALANCE SHEET**

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by the reserves held by the Authority. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Authority 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 or repay debt). The second category of reserves are those that the Authority 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'.

<b>31 March 2013 £'000</b>	<b>Notes</b>	<b>31 March 2014 £'000</b>
<b>Property, Plant &amp; Equipment</b>	11	
112,652 Council Dwellings		131,718
538,598 Other Land and Buildings		558,666
11,437 Vehicles, Plant, Furniture and Equipment		12,956
220,894 Infrastructure Assets		229,390
11,713 Community Assets		11,324
7,294 Surplus Assets		6,173
12,099 Assets under Construction		28,983
<b>914,687</b>		<b>979,210</b>
26,096 Heritage Assets	12	26,127
114,202 Investment Properties	13	122,163
1,610 Intangible Assets	14	1,188
74 Long Term Investments	15	74
906 Long Term Debtors		1,741
<b>1,057,575 Long Term Assets</b>		<b>1,130,503</b>
83,724 Short Term Investments	15	36,178
1,269 Assets Held for Sale	18	767
2,177 Inventories		1,965
57,294 Short Term Debtors	16	58,217
27,413 Cash and Cash Equivalents	17	64,727
<b>171,877 Current Assets</b>		<b>161,854</b>
-11,688 Short Term Borrowing	15	-12,367
-55,960 Short Term Creditors	19	-62,710
-37,937 Provisions	20	-29,912
<b>-105,585 Current Liabilities</b>		<b>-104,989</b>

## BALANCE SHEET

31 March 2013 £'000	Notes	31 March 2014 £'000
-3,484 Long Term Creditors	15	-3,589
-14,519 Provisions	20	-14,418
-320,101 Long Term Borrowing	15	-312,188
-625,600 Other Long Term Liabilities	37	-480,700
<b>-963,704 Long Term Liabilities</b>		<b>-810,895</b>
<b>160,163 Net Assets</b>		<b>376,473</b>
<b>Usable Reserves</b>		
13,155 Balances - General Fund		13,155
13,958 Balances - Housing Revenue Account	7	13,967
10,763 Capital Receipts Reserve		12,509
25,163 Capital Grants Unapplied Account		21,981
52,022 Earmarked Reserves	7	54,986
<b>115,061</b>		<b>116,598</b>
<b>Unusable Reserves</b>		
167,061 Revaluation Reserve		223,832
-625,600 Pensions Reserve		-480,700
512,649 Capital Adjustment Account		525,447
-1,321 Financial Instrument Adjustment Account		-1,434
-7,687 Accumulated Absences Account		-7,270
<b>45,102</b>	21	<b>259,875</b>
<b>160,163 Total Reserves</b>		<b>376,473</b>

These financial statements replace the financial statements certified on 30th September 2014.

## **CASH FLOW STATEMENT**

The Cash Flow Statement shows the changes in cash and cash equivalents of the Authority during the reporting period. The Statement shows how the Authority 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 Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority'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 Authority.

<b>Restated 2012/13 £'000</b>	<b>2013/14 £'000</b>
-31,359 Net (deficit) on the provision of services	-24,355
102,182 Adjustments to net surplus or (deficit) on the provision of services for non-cash movements (note 22)	85,424
-37,242 Adjustments for items included in the net surplus or (deficit) on the provision of services that are investing and finance activities (note 22)	-38,201
33,581 Net cash flows from operating activities	22,868
-10,939 Investing activities (note 23)	21,680
-25,409 Financing activities (note 24)	-7,234
-2,767 Net (decrease) or increase in cash and cash equivalents	37,314
30,180 Cash and cash equivalents at the beginning of the reporting period	27,413
<b>27,413 Cash and cash equivalents at the end of the reporting period (note 17)</b>	<b>64,727</b>

The Cash Flow Statement for 2012/13 has been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The implementation of this standard results in a change of accounting policy that requires a prior year adjustment as shown in Note 45.

# NOTES TO THE ACCOUNTS

## 1. Accounting Policies

### i. General Principles

The Statement of Accounts summarises the Authority's transactions for the 2013/14 financial year and its position at the year-end of 31st March 2014.

The Authority is required to prepare an annual Statement of Accounts by the Accounts and Audit (Wales) Regulations 2005. These regulations require the Accounts to be prepared in accordance with proper accounting practices.

These practices are set out in the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 (the Code) and the Service Reporting Code of Practice 2013/14, supported by International Financial Reporting Standards (IFRS).

The Accounts have been prepared on a historical cost basis, with the exception of certain categories of non-current assets that are measured at current value, and financial instruments which are now carried within the balance sheet at fair value as defined by the Code.

The Accounts are prepared on a going concern basis.

### ii. Accruals of Income and Expenditure

The Accounts are maintained on an accruals basis in accordance with the Code. This means that sums due to or from the Authority, where the supply or service was provided or received during the year, are included in the Accounts whether or not the cash has actually been received or paid in the year.

Accruals are made in respect of grants claimed or claimable for Revenue and Capital purposes. Some grant claims are finalised after the Accounts have been completed and in this case the grant is accrued on the basis of the best estimate available, and any differences are accounted for in the following year.

Revenue from the sale of goods is recognised when the Authority 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 Authority.

Revenue from the provision of services is recognised when the Authority 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 Authority.

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.

## **NOTES TO THE ACCOUNTS**

Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.

Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure in the main on the basis of the effective interest rate for the relevant financial instrument.

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 debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

### **iii. Cash and Cash Equivalents**

Cash or cash equivalents will be any cash investment which is held for short-term cash flow purposes which can be readily realised without a significant 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 Authority's cash management.

### **iv. Exceptional Items**

When items of income and expense are material, their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement or in the notes to the accounts, depending on how significant the items are to an understanding of the Authority's financial performance.

### **v. Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors**

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, i.e. in the current and future years affected by the change and do not give rise to a prior period adjustment.

## **NOTES TO THE ACCOUNTS**

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events or conditions on the Authority's financial position or financial performance. Where a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period. There were no material errors to report in 2013/14.

As part of a review of Property, Plant and Equipment changes in assumptions have been made regarding the remaining useful lives of most operational assets that were subject to revaluation during 2013/14.

Where appropriate, consideration has been given to the estimated useful life of individual asset components (primarily electrical, mechanical, and fabric); revenue charges for depreciation reflect the differing useful lives of asset components for all council dwellings and other land and building assets revalued as per the Authority's rolling programme from 1st April 2010.

### **vi. Charges to Revenue for Non-Current Assets**

Services, support services and trading accounts are 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 relevant service.
- revaluation and impairment losses on assets used by the service where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off.
- amortisation of intangible assets attributable to the service.

The Authority is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement (equal to an amount calculated on a prudent basis determined by the Authority in accordance with statutory guidance). Depreciation, revaluation and impairment losses and amortisation are therefore replaced by the contribution in the General Fund Balance (Minimum Revenue Provision), by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves statement for the difference between the two.

## **NOTES TO THE ACCOUNTS**

### **vii. Employee Benefits**

#### **Benefits Payable During Employment**

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave, paid sick leave and bonuses. Any non-monetary benefits for current employees are recognised as an expense for services in the year in which employees render service to the Authority. An accrual is made for the cost of holiday entitlements (or any form of leave, e.g. flexi leave) earned by employees but not taken before the year-end, which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

#### **Termination Benefits**

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date, or an officer's decision to accept voluntary redundancy. Costs relating to termination benefits are charged on an accruals basis to the relevant Cost of Service lines in the Comprehensive Income and Expenditure Statement only when the Authority is demonstrably committed to the termination of the employment of an officer, or group of officers, or making an offer to encourage voluntary redundancy.

#### **Post Employment Benefits**

Employees of the Authority are members of two separate pension schemes:

- The Teachers' Pension Scheme, administered by CAPITA on behalf of the Department for Education.
- The Local Government Pensions Scheme, administered by the City and County of Swansea.

Both schemes provide defined benefits to members (retirement lump sums and pensions), earned by employees during their period of employment with the Authority.

However, the arrangements for the teachers' scheme means that liabilities for these benefits cannot ordinarily be identified specifically to the Authority. The scheme is therefore accounted for as if it were a defined contribution scheme and no liability for future payments of benefits is recognised in the Balance Sheet. The Children's and Education Service line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to the Teachers' Pensions in the year.

# NOTES TO THE ACCOUNTS

## The Local Government Pension Scheme

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

- The liabilities of the City and County of Swansea pension fund attributable to the Authority are included in the Balance Sheet on an actuarial basis using the 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 bonds as required by IAS 19.
- The assets of the City and County of Swansea pension fund attributable to the Authority are included in the Balance Sheet at their fair value:
  - quoted securities - current bid price
  - unquoted securities - industry accepted techniques
  - unitised securities - current bid price
  - property - market value.
- 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 the services for which the employees worked.
  - past service cost - the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years - debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs.
  - net interest on the net defined benefit liability (asset), i.e. net interest expense for the Authority - the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the 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.
- Remeasurements comprising:
  - the return on plan assets - excluding amounts included in net interest on the net defined benefit liability (asset) - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
  - actuarial gains and losses - changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.



## **NOTES TO THE ACCOUNTS**

- contributions paid to the City and County of Swansea pension fund - cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority 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 transfers 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 to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

### **Discretionary Benefits**

The Authority 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 (including teachers) 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. No such discretionary powers were used during the year.

### **viii. Events After the Balance Sheet Date**

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is 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 Statement of Accounts is adjusted to reflect such events.
- those that are indicative of conditions that arose after the reporting period - the Statement of Accounts is 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 Statement of Accounts.

## **NOTES TO THE ACCOUNTS**

### **ix. Financial Instruments**

#### **Financial Liabilities**

Financial liabilities are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

For most of the borrowings that the Authority has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Gains and losses on the repurchase or early settlement of borrowing are credited and debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement in the year of repurchase/settlement. However, where repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate. This accounting treatment is dependent upon the exchange meeting strict conditions i.e. the exchange of loan instruments and the settlement of any fees or costs incurred must take place on the same day.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Authority has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

#### **Financial Assets**

Financial assets are classified into three types:

- loans and receivables - assets that have fixed or determinable payments but are not quoted in an active market,

## **NOTES TO THE ACCOUNTS**

- available-for-sale assets - assets that have a quoted market price and/or do not have fixed or determinable payments,
- fair value through Profit and Loss,
- Unquoted equity instrument where no reliable fair value can be determined therefore valued at cost.

### **Loan and Receivables**

Loans and receivables are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the loans that the Authority has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

However, the Authority has made loans to voluntary organisations at less than market rates (soft loans). When soft loans are made, a loss is recorded in the Comprehensive Income and Expenditure Statement (debited to the appropriate service) for the present value of the interest that will be foregone over the life of the instrument, resulting in a lower amortised cost than the outstanding principal. Interest is credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement at a marginally higher effective rate of interest than the rate receivable from the voluntary organisations, with the difference serving to increase the amortised cost of the loan in the Balance Sheet.

Statutory provisions require that the impact of soft loans on the General Fund Balance is the interest receivable for the financial year - the reconciliation of amounts debited and credited to the Comprehensive Income and Expenditure Statement to the net gain required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the relevant service (for receivables specific to that service) or the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. Where due to the age of the debt the original service is not identifiable the debt is written off against the Corporate and democratic core line in the Comprehensive Income and Expenditure Statement. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

## **NOTES TO THE ACCOUNTS**

Any gains and losses that arise on the derecognition of an asset are credited or debited to the Financing and Investment Income Expenditure line in the Comprehensive Income and Expenditure Statement.

### **x. 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 Authority when there is reasonable assurance that:

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

Amounts recognised as due to the Authority are not credited to the Comprehensive Income and Expenditure Statement until conditions attached 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 received in the form of 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 service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring fenced revenue grants and all capital grants) 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 Fund 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.

### **xi. Business Improvement Districts**

A Business Improvement District (BID) scheme applies across the whole of the Authority. The scheme is funded by a BID levy paid by non-domestic ratepayers. The Authority acts as principal under the scheme, and accounts for income received and expenditure incurred (including contributions to the BID project) within the relevant services within the Comprehensive Income and Expenditure Statement.

## **NOTES TO THE ACCOUNTS**

### **xii. Heritage Assets**

Heritage Assets were disclosed in the Statement of Accounts for the first time as at 31st March 2012 with appropriate prior year restatement. A list was produced of potential heritage assets following consultation with Heads of Service and subsequently existing heritage assets were reclassified and new assets recognised for inclusion into this new category.

All the Authority's Heritage Assets are held and maintained principally for the contribution to local knowledge and culture, with historical, artistic or environmental associations that make their preservation for future generations important. The Authority's Heritage Assets held are mainly donated to the Authority by individuals or other organisations and are principally located within the Authority's Museum Services.

Subject to specific requirements, Heritage Assets are accounted for in accordance with the Authority's policies of Property, Plant and Equipment (including the treatment of revaluation gains and losses).

The Authority does not normally purchase fixed assets of a heritage nature; all assets disclosed have been donated into the Authority's possession. All assets are open to access by members of the public, with no restrictions other than those resulting from the normal operational limitations of venues (opening and closing times, and public safety).

Management of these assets is undertaken by designated specialists and other personnel employed by the Authority. These personnel are responsible for the maintenance of all historical records relating to the assets the Authority are in possession of, access to which can be granted through local arrangement. Any preservation works required, either enhancing or non-enhancing in nature, will be undertaken through the Authority's main capital program, with minor works undertaken ad-hoc per the standard Authority internal systems for revenue expenditure.

No heritage assets disposals are actively undertaken by the Authority. Under such circumstance that asset disposal is required, it shall be undertaken per the Authority's standard asset disposal procedures.

Heritage Assets are measured in the balance sheet at valuation rather than fair value, reflecting the fact that exchange of heritage assets are uncommon. Valuations may be made by any method that is appropriate and relevant. The Authority's assets are mostly valued at insurance valuation and replacement cost (based on construction methods and materials used).

In some cases it may not be practicable to establish a valuation therefore the asset will be carried at historic cost.

## **NOTES TO THE ACCOUNTS**

Depreciation is not required on heritage assets which have indefinite lives. Impairment reviews will only be carried out where there is reported physical deterioration or new doubts as to the authenticity of a heritage asset.

Heritage Assets recognised in the balance sheet are listed in Note 12 to the Accounts.

Where information on the cost or value is not available, and the cost of obtaining the information outweighs the benefits to users of the financial statements, the asset is not recognised on the balance sheet (however, these items are disclosed in Note 44 to the Accounts).

### **The Authority's grouping of heritage assets are:**

- Heritage Land, Buildings and Infrastructure
- Art & Museums
- Memorials
- Civic Regalia
- Furniture, Fixtures and Fittings
- Transport
- Archive Collections
- Other (e.g. Items not held in Museums).

### **xiii. Intangible Assets**

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Authority as a result of past events (e.g. software licences) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible assets by the Authority.

Intangible assets are measured initially at cost and subsequently carried at cost less amortisation charged on a straight line basis. Amounts are only revalued where the fair value of the assets held by the Authority can be determined by reference to an active market. In practice, no intangible asset held by the Authority meets this criterion, and they are therefore carried at cost less amortisation. The depreciable amount of an intangible asset is amortised over its useful life in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired - any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

Where expenditure on intangible assets qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and disposal gains and losses are not permitted to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

## **NOTES TO THE ACCOUNTS**

### **xiv. Interests in Companies and Other Entities**

The Authority has material interests in companies and other entities that have the nature of subsidiaries, associates and jointly controlled entities and require it to prepare group accounts. In the Authority's own single-entity accounts, the interests in companies and other entities are recorded as financial assets at cost, less any provision for losses.

### **xv. Inventories and Long Term Contracts**

Inventories are included in the Balance Sheet at current cost. The effect of this policy (as opposed to recording values at the lower of actual cost or net realisable value) is not considered material.

Long term contracts are accounted for on the basis of charging the Surplus or Deficit on the Provision of Services with the value of works and services received under the contract during the financial year.

### **xvi. Investment Property**

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 in the ordinary course of business.

Investment properties are measured initially at cost and subsequently at fair value, based on the amount at which the asset could be exchanged between knowledgeable parties at arm's-length. Investment properties are not depreciated and from 2012/13 the method of valuation has been based on a Beacon approach, revalued annually according to market conditions at the year-end. Beacon assets have been selected from a range of categories within Investment Properties, for the remaining assets held in Investment Properties, an index was applied using the average percentage change in the Beacon assets per category in order to produce an intermediate valuation for reflection within the Statement of Accounts. 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 line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

## **NOTES TO THE ACCOUNTS**

### **xvii. Jointly Controlled Operations and Jointly Controlled Assets**

Jointly controlled operations are activities undertaken by the Authority in conjunction with other venturers that involve the use of assets and resources rather than the establishment of a separate entity. The Authority recognises on its Balance Sheet the assets that it controls and the liabilities that it incurs and debits and credits the Comprehensive Income and Expenditure Statement with the expenditure it incurs and the share of income it earns from the activity of the operation.

Jointly controlled assets are items of property, plant or equipment that are jointly controlled by the Authority and other venturers, with the assets being used to obtain benefits for the venturers. The joint venture does not involve the establishment of a separate entity. The Authority accounts for only its share of the jointly controlled assets, the liabilities and expenses that it incurs on its own behalf or jointly with others in respect of its interest in the joint venture and income that it earns from the venture.

### **xviii. 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 Authority as Lessee**

#### **Finance Leases**

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Authority are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment - applied to write down the lease liability, and
- a finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).



## **NOTES TO THE ACCOUNTS**

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where ownership of the asset does not transfer to the Authority at the end of the lease period).

The Authority is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

### **Operating Leases**

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges 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 rent-free period at the commencement of the lease).

### **The Authority as Lessor**

#### **Finance Leases**

Where the Authority grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, 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. A gain, representing the Authority's net investment in the lease, is 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), matched by a lease (long-term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property - applied to write down the lease debtor (together with any premiums received), and
- finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement.

## **NOTES TO THE ACCOUNTS**

When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

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

### **Operating Leases**

Where the Authority grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Income and Expenditure 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). 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.

Most leases granted by the Authority as lessor relate to commercial properties.

### **xix. Overheads and Support Services**

The costs of overheads and support services are charged to those that benefit from the supply or service in accordance with the costing principles of the CIPFA Service Reporting Code of Practice 2013/14 (SeRCOP). The total absorption costing principle is used - the full cost of overheads and support services are shared between users in proportion to the benefits received, with the exception of:

- Corporate and Democratic Core - costs relating to the Authority's status as a multi-functional, democratic organisation.
- Non Distributed Costs - the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale.

These two cost categories are defined in SeRCOP and accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of the Net Expenditure on Continuing Services.

### **xx. 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.

# NOTES TO THE ACCOUNTS

## 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 Authority 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,
- 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 Authority does not capitalise borrowing costs incurred whilst assets are under construction.

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). In the latter case, where an asset is acquired via an exchange, the cost of the acquisition is the carrying amount of the asset given up by the Authority.

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

- infrastructure and community assets - depreciated historical cost,
- council dwellings - fair value, determined using the basis of existing use value for social housing (EUV-SH),
- 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 fair value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of fair value.

Where non-property assets that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for fair value.

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

## **NOTES TO THE ACCOUNTS**

Where decreases in value are identified, they are accounted for as follows:

- for 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 an insufficient balance, the carrying amount of the asset is written down against the relevant service 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 as follows:

- for 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 an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line(s) in 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.

### **Depreciation**

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their estimated useful lives. No change is made for assets without a determinable finite useful life (i.e. freehold land and certain Community Assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following bases:

- traditional dwellings - straight-line allocation over the estimated useful life of the property (80 years),
- non traditional dwellings - straight-line allocation over the estimated useful life of the property (30 years),
- other buildings - straight-line allocation over the estimated useful life of the property (40 years),
- vehicles, plant, furniture and equipment - straight line allocation over the estimated useful life of the asset (5 to 10 years),

## NOTES TO THE ACCOUNTS

- infrastructure / community assets - straight-line allocation over the estimated useful life of the asset (20 to 40 years),
- surplus assets - per original allocated estimated useful life from original categorisation unless indication of amendments required to this assessment is apparent.

Each accounting period the estimated useful life assigned to individual assets is assessed. Where there is evidence to indicate the departure from a standard useful life the asset's estimated useful life will be amended.

### Component Accounting

In recognition that single assets may have a number of different components each having a different estimated useful life, three factors are taken into account to determine whether a separate valuation of components is to be recognised in the accounts in order to provide an accurate figure for depreciation of the Authority's assets for council dwellings and other land and building asset categories revalued per the standard five year rolling programme since 1st April 2010.

#### 1. Suitability of assets.

For the 2013-14 Statement of Accounts, the Authority deemed all assets assessed per the rolling program, to be of a suitable significant nature. Asset valuation therefore reflected assessment of component apportionment and respective remaining estimated useful economic life.

#### 2. Difference in rate or method of depreciation compared to the overall asset.

Only those elements that normally depreciate at a significantly different rate from the non land element as a whole, or that require a different method of depreciation will be identified for componentisation.

Assets that fall below the de-minimis levels and tests above are disregarded for componentisation on the basis that any adjustment to depreciation charges would not result in a material mis-statement in the accounts.

Where assets are material and to be reviewed for significant components, the Authority has adopted the following level of apportionment for the non-land element of assets as:

- Building Fabric - 79%
- Mechanical - 13%
- Electrical - 8%

This apportionment will be reviewed annually.

## **NOTES TO THE ACCOUNTS**

Professional judgement will be used in establishing materiality levels; the significance of components and apportionment applied, useful lives, depreciation methods and apportioning asset values over recognised components.

Revaluations of the Council's property assets will continue to be undertaken on a 5 yearly rolling programme basis, at which point the revaluation takes into account the value and condition of the assets, relevant components and also de-recognition where relevant.

Where there is a major refurbishment of an asset, a new valuation will be sought in the year of completion and a reassessment of the useful life.

This asset componentisation assessment exercise will be repeated following the Authority established revaluation rolling programme.

### **Indexation**

Some of the assets in the Other Land and Buildings category were not revalued during 2013/14 as part of the Authority 5 year rolling programme. Indexation was considered for an intermediate valuation on these Other Land & Building assets excluding schools. The change in value was not considered material therefore the indexed valuations have not been reflected in the Statement of Accounts.

For schools that were not valued during 2013/14 an index was applied in order to produce an intermediate valuation for reflection within the Statement of Accounts. For these specialist assets the BCIS index applied was an assessment of the building costs for a school.

Any change in asset valuation is reflected per normal IFRS accounting requirements.

### **Disposals and Non-Current Assets Held for Sale**

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Subsequently where fair value less costs to sell falls below the carrying amount, the difference is posted as a loss to Other Operating Expenditure in the Surplus or Deficit on the Provision of Services. Where fair value less costs to sell rises above the carrying amount, a revaluation gain is recognised, but only to the extent that impairment or revaluation losses have been charged to the Surplus or Deficit on the Provision of Services in the past that have not previously been reversed. Depreciation is not charged on Assets Held for Sale.

## **NOTES TO THE ACCOUNTS**

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

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the 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 a disposal in excess of £10,000 are categorised as capital receipts. Such 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 Authority's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

### **xxi. Provisions, Contingent Liabilities and Contingent Assets**

#### **Provisions**

Provisions are made where an event has taken place that gives the Authority 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 instance, the Authority 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 obligation arises, and are 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.

## **NOTES TO THE ACCOUNTS**

When payments are eventually made, they are charged to the provisions 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 service.

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 Authority settles the obligation.

### **Provision for Back Pay Arising from Unequal Pay Claims**

The Authority implemented an equal pay compliant pay and grading structure from 1st April 2014.

As such the Authority has made provision in respect of claims expected and received in respect of potential payments to date.

### **Contingent Liabilities**

A contingent liability arises where an event has taken place that gives the Authority a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

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

### **Contingent Assets**

A contingent asset arises where an event has taken place that gives the Authority a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority.

Contingent assets are not recognised in the Balance Sheet but disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.



## **NOTES TO THE ACCOUNTS**

### **xxii. Reserves**

The Authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting processes for non-current assets, financial assets, retirement and employee benefits and do not represent usable resources for the Authority - these reserves are explained in the relevant policies.

### **xxiii. Revenue Expenditure Funded from Capital under Statute**

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Authority has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax.

### **xxiv. VAT**

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

The Authority undertakes an annual review of its de-minimus VAT position under s33 of the VAT Act 1993 as required by HMRC. For the year ended 31st March 2014 the Authority believes that it will be below the de-minimus level in respect of exempt related input tax and hence will be entitled to recovery of input tax in full.

## **NOTES TO THE ACCOUNTS**

### **xxv. Carbon Reduction Commitment Allowances**

The Authority is required to participate in the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme. Phase 1 of the CRC scheme ceased on 31st March 2014 and the Council are now a participant in phase 2 for the period 1st April 2014 to 31st March 2019. The Authority is required to purchase and surrender allowances, currently retrospectively, on the basis of emissions i.e. carbon dioxide produced as energy is used. As carbon dioxide is emitted (i.e. as energy is used), a liability and an expense are recognised. The liability will be discharged by surrendering allowances. The liability is measured at the best estimate of the expenditure required to meet the obligation, normally at the current market price of the number of allowances required to meet the liability at the reporting date. The cost to the Authority is recognised and reported in the costs of the Authority's services and is apportioned to services on the basis of energy costs.

## **NOTES TO THE ACCOUNTS**

### **2. Accounting standards that have been issued but have not yet been adopted**

The Code of Practice on Local Authority Accounting in the United Kingdom 2014/15 (the Code) has introduced accounting policy changes in relation to the following -

- IAS 32 Financial Instruments: Presentation
- IFRS 10 Consolidated Financial Statements
- IFRS 11 Joint Arrangements
- IFRS 12 Disclosure of Interests in Other Entities
- IAS 27 Separate Financial Statements
- IAS 28 Investments in Associates and Joint Ventures
- Annual Improvements to IFRSs 2009-2011 Cycle

The Code has introduced IAS32 changes regarding the presentation of financial instruments in the statement of accounts. These changes are not a change in accounting policy so they will not require a third Balance Sheet.

The remaining accounting standards to be implemented reflect a change in accounting policy so the Authority may be required to publish a third Balance Sheet for the beginning of the earliest comparative period where the changes adopted in the Authority and Group Accounts are material.

The changes in accounting policy will occur on 1st April 2014, therefore the changes to these standards will be reflected for the first time in the 2014/15 statement of accounts.

### **3. Critical judgements in applying accounting policies**

In applying the accounting policies set out in note 1, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events.

The critical judgements made in the Statement of Accounts are:-

- The medium term financial plan approved by the Authority on 18th February 2014 detailed significant ongoing forecast revenue funding shortfalls over the medium term. Current indications are that there will be significant reductions in Revenue and Capital support from Central Government from 2015/16 onwards. Whilst the Authority will consider future spending plans in line with projected funding announcements there is no indication at present that any of the assets of the Authority may be impaired as a result of a need to close facilities and reduce the level of service provision.

## **NOTES TO THE ACCOUNTS**

- The Authority implemented an equality compliant pay and grading structure for its employees from 1st April 2014. At the same time, the Authority continues to face a significant number of claims from past and existing employees based on equal pay grounds. In setting aside reserves and provisions to meet these potential liabilities the Authority is confident that it has sufficient resource to meet outstanding and potential liabilities arising from equal pay issues.

- The Government has announced fundamental changes in respect of the provision of public sector pensions. On 9th March 2012, the Government confirmed details for the new Teachers Pension Scheme to be introduced in 2015, with changes to employee contribution rates from April 2012. These changes did not indicate that the finances of the Authority would be adversely affected by the changes. A re-modelled Local Government Pension scheme was introduced from 1st April 2014 but there is no indication that the finances of the Authority will be adversely affected by any of the changes.

- In line with accounting standards the Authority has made a significant provision in respect of final remedial work and future maintenance/monitoring of its major waste disposal site at Tir John. Assumptions regarding remediation and aftercare costs have been based on legal requirements to monitor the site for a period of 60 years following closure and have been calculated taking into account commitments currently within the Councils Capital Programme.

- The Authority has undertaken a fundamental review in 2012/13 of its Schools portfolio with a view to both rationalising and significantly improving the quality of school premises available across the City and County (21st Century Schools Programme). In the light of this scheme and the outline timescale for implementation, the useful lives of some school buildings have been re-evaluated and considerably reduced from that previously used. The effect of this is to accelerate residual depreciation affecting both the Comprehensive Income and Expenditure Statement and the net book value as shown on the Balance Sheet. As the Schools Programme progresses there is likely to be further re-evaluations and adjustments. No adjustments took place in 2013/14.

#### **4. Assumptions made about the future and other sources of estimation uncertainty**

The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority 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 Authority's Balance Sheet as at 31st March 2014 for which there is a significant risk of material adjustment in the forthcoming year are as follows:-

## NOTES TO THE ACCOUNTS

Item	Uncertainties	Effect if actual results differ from assumptions
Property, Plant and Equipment	<p>Assets are depreciated over useful lives that are dependant upon assumptions over the specific life expectancy of those assets. As stated in note 3 a review has been undertaken of a significant number of school buildings and in particular the impact of the Councils strategic 21st Century Schools Programme plan for asset replacement.</p> <p>In addition revised useful lives have been applied to a significant number of assets revalued in 2013/14 in line with professional judgement.</p>	<p>To the extent that useful lives have been determined wrongly the result could be:-</p> <p>a) In the event of a further reduction in useful lives there would be an additional charge to revenue and a reduction in the carrying value of the asset.</p> <p>b) In the event that useful lives have been underestimated this would result in a substantially reduced revenue charge and an increase in the carrying value of such assets as and when the useful life is deemed to be extended.</p> <p>In any event the effect of depreciation is reversed out of the Comprehensive Income and Expenditure Statement to have nil effect on the Council taxpayer.</p>
Provisions	<p>The Authority has set aside specific provisions to meet the cost of known equal pay claims and potential costs e.g. outstanding legal claims, grievances and back pay, arising from the introduction of an equality compliant pay and grading structure. The provision is based on the Authority's best estimate of the likely costs of settling the liability.</p> <p>In addition as previously mentioned, the Authority has made a significant capital provision for the future remediation and maintenance of major land refuse disposal sites. Uncertainty arises because of the 60 year timescale for liability on this issue.</p>	<p>The Authority has also set aside reserves to mitigate against any potential additional costs e.g. outstanding legal claims, grievances and back pay, arising in future years from equal pay implementation. The Authority would seek to make good any shortfall in the provision by use of these reserves and / or by applying for capitalisation directions from the Welsh Government.</p> <p>Any shortfall in future years will have to be funded via the capital programme.</p>

## **NOTES TO THE ACCOUNTS**

<b>Item</b>	<b>Uncertainties</b>	<b>Effect if actual results differ from Assumptions</b>
Pension liabilities	The Authority's share of the Local Government pension fund liability as at 31st March 2014 is £480.7m. However, the fund is subject to a triennial valuation which at present reviews the level of employers contributions in order to ensure the long term sustainability of the fund. At the same time, the Government has announced potential changes to the nature and substance of the Local Government Pension Scheme which are likely, if implemented, to lead to an improvement in the position as stated.	The Pension Fund is designed to be sustainable over the long term and it is unlikely that there will be any significant short term impact on the Authority's finances arising from any assumptions currently made or decisions that are likely in the coming financial year.
Insurance Provisions and Reserves	The Authority has set aside provisions to meet contractual excess amounts from known and existing insurance claims. In deciding the level of provision to make in respect of ongoing claims, the Authority has taken advice from its legal advisers and or its contracted loss adjusters. The Authority also maintains an insurance reserve which is used to meet the cost of future unforeseen events based on previous experience.	Should the sums set aside prove insufficient to meet these payments there would be an immediate revenue effect in the year that the available sums were exhausted. Equally, the Authority regularly reviews the level of both provisions and reserves with a view to releasing funds back to revenue if appropriate.

### **5. Material items of income and expense**

a) The Authority has reviewed the mechanism by which it has provided for liabilities arising from both equal pay claims and any potential back pay arising from the current job evaluation exercise. In doing so it has determined that there is now a higher level of assurance in respect of liabilities and that, at the Balance Sheet date, it is appropriate to:-

## **NOTES TO THE ACCOUNTS**

- Reflect the current estimate of liability by way of provision within the Accounts.
- Fund the increase in additional sums provided by way of an additional transfer to reserves previously earmarked for this purpose.

The effect of this is to create a revenue charge within the Comprehensive Income and Expenditure Statement of £2.4m (2012/13 £4.2m), which is reflected in an equal and opposite transfer to earmarked reserves within the Movement in Reserves Statement.

### **6. Adjustments Between Accounting Basis and Funding Basis Under Regulations**

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

The following sets out a description of the reserves that the adjustments are made against.

#### **General Fund Balance**

The General Fund is the statutory fund into which all the receipts of an Authority are required to be paid and out of which all liabilities of the Authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund Balance, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Council is required to recover) at the end of the financial year.

#### **Housing Revenue Account Balance**

The Housing Revenue Account Balance reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part VI of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

## NOTES TO THE ACCOUNTS

### Capital Receipts Reserve

The Capital Receipts Reserve holds the proceeds from the disposal of land or other assets, which are restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure. The balance on the reserve shows the resources that have yet to be applied for these purposes at the year-end.

### Capital Grants Unapplied

The Capital Grants Unapplied Account (Reserve) holds the grants and contributions received towards capital projects for which the Council has met the conditions that would otherwise require repayment of the monies but which have yet to be applied to meet expenditure. The balance is restricted by grant terms as to the capital expenditure against which it can be applied and / or the financial year in which this can take place.

**2013/14**

	Usable Reserves				Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	
	£'000	£'000	£'000	£'000	£'000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>					
<b>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Charges for depreciation and impairment of non-current assets	47,413	26,989	0	0	-74,402
Revaluation losses on Property Plant and Equipment	129	-725	0	0	596
Movement in the fair value of Investment Properties	-7,747	-470	0	0	8,217
Amortisation of intangible assets	507	0	0	0	-507
Capital grants and contributions applied	-31,856	-9,507	0	0	41,363



## NOTES TO THE ACCOUNTS

2013/14

	Usable Reserves					Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied		
	£'000	£'000	£'000	£'000	£'000	
Revenue expenditure funded from capital under statute	10,299	0	0	0	-10,299	
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>						
Statutory provision for the financing of capital investment	-13,961	-1,380	0	0	15,341	
Capital expenditure charged against the General Fund and HRA balances	-4,621	-15,931	0	0	20,552	
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>						
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-29,081	-9,100	0	38,181	0	
Application of grants to capital financing transferred to the Capital Adjustment Account	31,856	9,507	0	-41,363	0	
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>						
Transfer of cash sale proceeds credited as part of the loss/gain on disposal to the Comprehensive Income and Expenditure Statement	-2,446	0	6,198	0	-3,752	
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	-1,237	0	1,237	
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	0	-3,917	0	3,917	

## NOTES TO THE ACCOUNTS

2013/14

	Usable Reserves				
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000
<b>Adjustment primarily involving the Financial Instruments Adjustment Account:</b>					
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	18	93	0	0	-111
<b>Adjustments primarily involving the Pensions Reserve:</b>					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 21)	63,960	3,070	0	0	-67,030
Employer's pensions contributions and direct payments to pensioners payable in the year	-37,122	-1,448	0	0	38,570
<b>Adjustment primarily involving the Accumulated Absences 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	-407	-10	0	0	417
<b>Total Adjustments</b>	<b>26,941</b>	<b>1,088</b>	<b>1,044</b>	<b>-3,182</b>	<b>-25,891</b>

## NOTES TO THE ACCOUNTS

### Restated 2012/13 Comparative Figures

	Usable Reserves				Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	
	£'000	£'000	£'000	£'000	£'000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>					
<b>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Charges for depreciation and impairment of non-current assets	42,892	27,116	0	0	-70,008
Revaluation losses on Property Plant and Equipment	3,698	6	0	0	-3,704
Movement in the fair value of Investment Properties	-822	367	0	0	455
Amortisation of intangible assets	750	0	0	0	-750
Capital grants and contributions applied	-23,033	-9,000	0	0	32,033
Revenue expenditure funded from capital under statute	9,233	0	0	0	-9,233
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Statutory provision for the financing of capital investment	-13,312	-1,423	0	0	14,735
Capital expenditure charged against the General Fund and HRA balances	-3,382	-15,835	0	0	19,217
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-28,142	-9,100	0	37,242	0

## NOTES TO THE ACCOUNTS

### Restated 2012/13 Comparative Figures

	Usable Reserves				
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	Movement in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000
Application of grants to capital financing transferred to the Capital Adjustment Account	23,033	9,000	0	-32,033	0
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>					
Transfer of cash sale proceeds credited as part of the gain on disposal to the Comprehensive Income and Expenditure Statement	-747	0	3,450	0	-2,703
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	-716	0	716
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	0	-4,962	0	4,962
<b>Adjustment primarily involving the Financial Instruments Adjustment Account:</b>					
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	31	93	0	0	-124

## NOTES TO THE ACCOUNTS

### Restated 2012/13 Comparative Figures

	Usable Reserves				Movement in Unusable Reserves
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	
	£'000	£'000	£'000	£'000	£'000
<b>Adjustments primarily involving the Pensions Reserve:</b>					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 21)	54,994	2,796	0	0	-57,790
Employer's pensions contributions and direct payments to pensioners payable in the year	-33,287	-1,403	0	0	34,690
<b>Adjustment primarily involving the Accumulated Absences 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	-907	5	0	0	902
<b>Total Adjustments</b>	<b>30,999</b>	<b>2,622</b>	<b>-2,228</b>	<b>5,209</b>	<b>-36,602</b>

## NOTES TO THE ACCOUNTS

### 7. Transfers To / From Earmarked Reserves

This note sets out the amounts set aside from the General Fund and HRA balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund and HRA expenditure in 2014/15.

	Balance at 1st April 2012 £'000	Transfers Out 2012/13 £'000	Transfers In 2012/13 £'000	Balance at 31st March 2013 £'000	Transfers Out 2013/14 £'000	Transfers In 2013/14 £'000	Balance at 31st March 2014 £'000
<b>General Fund:</b>							
Balances held by schools under the scheme of delegation	5,122	-92	1,469	6,499	0	777	7,276
Primary School Sickness Scheme Reserve	802	-802	637	637	-637	512	512
Capital financing charges reserve	1,708	0	0	1,708	0	0	1,708
Other equalisation reserves	812	0	0	812	0	0	812
Information technology reserves	834	-11	0	823	-184	112	751
Contingency reserve	4,816	-6,715	1,899	0	0	117	117
Development reserves	3,699	-11	428	4,116	-352	681	4,445
Insurance reserves	17,015	-9,132	10,936	18,819	-1,480	253	17,592
Other earmarked revenue reserves	15,600	-8,242	6,150	13,508	-1,238	4,806	17,076
Revenue reserve earmarked to fund future capital expenditure	4,030	-373	1,443	5,100	-1,443	1,040	4,697
<b>Total</b>	<b>54,438</b>	<b>-25,378</b>	<b>22,962</b>	<b>52,022</b>	<b>-5,334</b>	<b>8,298</b>	<b>54,986</b>
<b>HRA:</b>							
Housing Revenue Account	16,058	-2,100	0	13,958	0	9	13,967

## NOTES TO THE ACCOUNTS

### 8. Other Operating Expenditure

2012/13	2013/14
£'000	£'000
854 Community Council precepts	847
14,876 South Wales Police Authority precept	15,865
11,449 Levies and Contributions	11,592
-747 Gains/losses on the disposals of non-current assets	-3,199
<b>26,432</b>	<b>25,105</b>

### 9. Financing and Investment Income and Expenditure

Restated					
2012/13			2013/14		
Gross Exp £'000	Gross Income £'000	Net Exp £'000	Gross Exp £'000	Gross Income £'000	Net Exp £'000
18,274	0	18,274	17,872	0	17,872
57,080	-31,100	25,980	59,670	-33,190	26,480
0	-1,095	-1,095	0	-412	-412
394	-5,701	-5,307	553	-13,502	-12,949
<b>75,748</b>	<b>-37,896</b>	<b>37,852</b>	<b>78,095</b>	<b>-47,104</b>	<b>30,991</b>

The income generated from investment properties during the year amounted to £5.285m and changes to the fair value of investment properties amounted to £8.217m.

### 10. Taxation and Non Specific Grant Income

2012/13	2013/14
£'000	£'000
-103,105 Council tax income (note 40)	-88,905
-64,518 Non domestic rates (note 41)	-74,941
-235,656 Non-ringfenced government grants	-254,557
-30,024 Capital grants and contributions	-38,732
<b>-433,303</b>	<b>-457,135</b>

## NOTES TO THE ACCOUNTS

### 11. Property, Plant and Equipment Movement on Balances

Movements in 2013/14:

	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, Furniture & Equipment £'000	Infrastructure Assets £'000	Community Assets £'000	Surplus Assets £'000	Assets Under Construction £'000	Total Property, Plant and Equipment £'000
<b>Cost or valuation</b>								
At 1 April 2013	114,593	582,711	30,357	321,470	15,989	7,464	12,099	1,084,683
additions (Cap Exp)	24,981	9,618	4,513	15,470	0	0	19,434	74,016
additions (Other)	0	0	719	0	0	0	0	719
revaluation increases / (decreases) recognised in the Revaluation Reserve	20,276	37,057	-419	0	0	-287	0	56,627
revaluation increases / (decreases) recognised in the Surplus/Deficit on the Provision of Services	541	0	0	0	0	-73	0	468
impairment losses recognised in the Surplus/Deficit on the Provision of Services	-24,981	-10,077	0	-132	0	0	0	-35,190
derecognition - disposals	0	0	-586	-189	0	0	0	-775
assets reclassified to Held for Sale	-1,583	-295	-74	0	0	-540	0	-2,492



## NOTES TO THE ACCOUNTS

Movements in 2013/14 (continued):

	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
reclassifications Cap Ex WIP	0	459	0	2,091	0	0	-2,550	0
other reclassifications	0	275	-94	0	0	-162	0	19
other movements in cost or valuation	157	-1,380	0	0	0	0	0	-1,223
<b>At 31 March 2014</b>	<b>133,984</b>	<b>618,368</b>	<b>34,416</b>	<b>338,710</b>	<b>15,989</b>	<b>6,402</b>	<b>28,983</b>	<b>1,176,852</b>
<b>Accumulated Depreciation and Impairment</b>								
At 1 April 2013	-1,941	-44,113	-18,920	-100,576	-4,276	-170	0	-169,996
depreciation charge	-1,970	-22,409	-3,685	-8,744	-389	-187	0	-37,384
depreciation written out to the Revaluation Reserve	1,624	6,796	419	0	0	128	0	8,967
derecognition - disposals	0	0	586	0	0	0	0	586
other movements in depreciation and impairment	21	24	140	0	0	0	0	185
<b>At 31 March 2014</b>	<b>-2,266</b>	<b>-59,702</b>	<b>-21,460</b>	<b>-109,320</b>	<b>-4,665</b>	<b>-229</b>	<b>0</b>	<b>-197,642</b>

### Net Book Value

at 31 March 2013	112,652	538,598	11,437	220,894	11,713	7,294	12,099	914,687
at 31 March 2014	131,718	558,666	12,956	229,390	11,324	6,173	28,983	979,210

## NOTES TO THE ACCOUNTS

Comparative Movements in 2012/13:

	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	<b>Total Property, Plant and Equipment</b>
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Cost or valuation</b>								
At 1 April 2012	106,567	538,064	29,247	312,587	15,988	2,837	10,598	1,015,888
additions(Cap Exp)	25,303	20,455	2,736	8,434	594	267	10,006	67,795
additions(Other)	0	15	0	0	0	3	0	18
revaluation increases recognised in the Revaluation Reserve	8,898	32,682	-10	0	0	-425	0	41,145
revaluation decreases recognised in the Surplus/Deficit on the Provision of Services	-5	-3,760	-788	0	0	2	0	-4,551
impairment losses/reversals recognised in the Surplus/Deficit on the Provision of Services	-25,303	-9,236	0	-635	-614	0	0	-35,788
Derecognition - Disposals	0	0	-828	0	0	0	0	-828
assets reclassified to Held for Sale	-867	-596	0	0	0	673	0	-790
reclassifications Cap Ex WIP	0	8,038	0	24	21	0	-8,505	-422
other reclassifications	0	-2,927	0	1,155	0	4,107	0	2,335

## NOTES TO THE ACCOUNTS

Comparative Movements in 2012/13 (continued):

	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
other movements in cost or valuation	0	-24	0	-95	0	0	0	-119
<b>At 31 March 2013</b>	<b>114,593</b>	<b>582,711</b>	<b>30,357</b>	<b>321,470</b>	<b>15,989</b>	<b>7,464</b>	<b>12,099</b>	<b>1,084,683</b>
<b>Accumulated Depreciation and Impairment</b>								
At 1 April 2012	-1,616	-40,274	-16,568	-92,199	-3,926	-70	0	-154,653
depreciation charge	-1,783	-19,714	-3,914	-8,377	-350	-82	0	-34,220
depreciation written out to the Revaluation Reserve	1,458	15,416	10	0	0	-49	0	16,835
depreciation written out to the Surplus/Deficit on the Provision of Services	0	435	724	0	0	22	0	1,181
Derecognition - Disposals	0	0	828	0	0	0	0	828
other movements in depreciation and impairment	0	24	0	0	0	9	0	33
<b>At 31 March 2013</b>	<b>-1,941</b>	<b>-44,113</b>	<b>-18,920</b>	<b>-100,576</b>	<b>-4,276</b>	<b>-170</b>	<b>0</b>	<b>-169,996</b>

### Net Book Value

<b>at 31 March 2013</b>	<b>112,652</b>	<b>538,598</b>	<b>11,437</b>	<b>220,894</b>	<b>11,713</b>	<b>7,294</b>	<b>12,099</b>	<b>914,687</b>
<b>at 1 April 2012</b>	<b>104,951</b>	<b>497,790</b>	<b>12,679</b>	<b>220,388</b>	<b>12,062</b>	<b>2,767</b>	<b>10,598</b>	<b>861,235</b>

## NOTES TO THE ACCOUNTS

### Capital Commitments

As at 31 March 2014 the Authority has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2014/15 and future years budgeted to cost £19.256m. Similar commitments at 31 March 2013 were £21.799m. The major commitments are:

- Morriston Comprehensive Refurbishment £2.62m
- Burlais new school £6.615m
- Felindre Landscaping £0.706m
- Glyn Vivian Refurbishment £5.124m
- Boulevard Phase 2 roadworks £1.8m
- Brangwyn Hall refurbishment £2.391m.

### Revaluations

The Authority carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is revalued every five years. All valuations were carried out internally. 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. The valuation dates for 2013/14 were 30th June 2013, 30th September 2013, 31st December 2013 and 31st March 2014.

### 12. Heritage Assets

Reconciliation of the Carrying Value of Heritage Assets Held by the Authority.

	Heritage Land, Buildings & Infrastructure	Art & Museums	Furniture, Fixtures & Fittings	Other	Total Assets
	£'000	£'000	£'000	£'000	£'000
<b>Cost or Valuation</b>					
At 1st April 2012	2,239	18,742	3,179	1,065	25,225
Additions	228	323	0	500	1,051
Revaluations	0	-180	0	0	-180
<b>At 31st March 2013</b>	<b>2,467</b>	<b>18,885</b>	<b>3,179</b>	<b>1,565</b>	<b>26,096</b>

## NOTES TO THE ACCOUNTS

	Heritage Land, Buildings & Infrastructure	Art & Museums	Furniture, Fixtures & Fittings	Other	Total Assets
	£'000	£'000	£'000	£'000	£'000
<b>Cost or Valuation</b>					
At 1st April 2013	2,467	18,885	3,179	1,565	26,096
Additions	22	0	0	0	22
Revaluations	0	9	0	0	9
<b>At 31st March 2014</b>	<b>2,489</b>	<b>18,894</b>	<b>3,179</b>	<b>1,565</b>	<b>26,127</b>

### Heritage Assets included above :-

#### Heritage Land, Buildings and Infrastructure

Asset	Valuation method	Date	(C) / (V)
Oystermouth Castle	Capital program works	2005/2009/2013	(C)
Swiss Cottage in Singleton Park	Authority's internal RICS valuer	June 2011	(V)
Slip Bridge Deck on the Promenade	Capital program	2005/2009	(C)
Canteen Building at former Yorkshire Imperial	Authority's internal RICS valuer	March 2012	(V)
Mushgrove Engine House and adjacent chimney stack	Authority's internal RICS valuer	March 2012	(V)
Land & Ruin of Morris Castle at Cnapllwyd, Morryston	Authority's internal RICS valuer	December 2012	(V)

#### Art & Museums

Asset	Valuation method	Date	(C) / (V)
Exhibitions within Swansea Museum Services	Bonhams and Gwennlian Ashley	March 2013 and	(V)
		June 2012	(V)
Brangwyn Hall Panels	Sotheby's	March 2012	(V)
Other Sculptures, Busts and Paintings	Bonhams	January 2012	(V)

## **NOTES TO THE ACCOUNTS**

### **Memorials**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
Cenotaph including surrounding walls	Capital program works	2005	(C)
Monument to the Air Defence of Swansea 1939-1945	Claims Connection	March 2012	(V)

### **Civic Regalia**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
Lord Mayors Chain	Sotheby's	March 2009	(V)
Lord Mayors - Other Civic Regalia	A G Grist	February 2012	(V)
	Sotheby's	March 2007	

### **Furniture, Fixtures & Fittings**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
Guildhall general building fixtures	A Grist	February 2012	(V)
Guildhall Lord Mayors & Committee Room Civic furniture	A Grist	February 2012	(V)
Guildhall Civic Lighting	Polesco	March 2012	(V)
Brangwyn Hall Organ	Clevedon Organs Ltd	March 2012	(V)

### **Transport**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
Olga - Sailing Barge	D Cox	March 2012	(V)
Helwick - Light Ship	Authority's internal museums valuer	March 2011	(V)
Canning - Tug Boat	Authority's internal museums valuer	March 2011	(V)

### **Archives**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
West Glamorgan Archives: Major	Bernard Quaritch Ltd	January 2013	(V)
West Glamorgan Archives: Owned collections	Authority's internal County Archivist	March 2013	(V)

### **Other**

<b>Asset</b>	<b>Valuation method</b>	<b>Date</b>	<b>(C) / (V)</b>
Silverware	Bonhams	January 2012	(V)
Clocks	Bonhams	January 2012	(V)
Glassware	Bonhams	January 2012	(V)

( C ) - Asset valued at Cost, (V) Expert valuation of asset for insurance purposes

## NOTES TO THE ACCOUNTS

	2013/14	2012/13
	£'000	£'000
<b>Additions of Heritage Assets 2013/14</b>		
Oystermouth Castle enhancement	22	228
West Glamorgan Archives: Major deposited collections	0	216
West Glamorgan Archives: Owned collections	0	284
Swansea Museum Costume Collection	0	23
Items situated at & insured by National Museum Wales, Cardiff	0	300
	22	1,051

### 13. Investment Properties

The following items of income and expenses have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

	2012/13	2013/14
	£'000	£'000
5,700 Rental income from investment property		5,285
Direct operating expenses arising from investment property		-553
	5,155	4,732

There are no restrictions on the Authority's ability to realise the value inherent in its investment property or on the Authority's right to the remittance of income and the proceeds of disposal. The Authority has no contractual obligations to purchase, construct or develop investment property or repairs, maintenance or enhancement.

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

	2012/13	2013/14
	£'000	£'000
<b>115,580 Balance at start of the year</b>		<b>114,202</b>
Additions:		
153 - Purchases		533
799 - Construction (Current)		162
407 - Construction (WIP - b/f)		0
-903 Disposals		-837
455 Net gains/losses from fair value adjustments		8,217
-2,343 Transfers to/from Property, Plant and Equipment		0
54 Other changes		-114
	<b>114,202</b>	<b>122,163</b>

## NOTES TO THE ACCOUNTS

### 14. Intangible Assets

The Authority accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment.

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

<u>Purchased Licences</u>		<u>Other IT software</u>	
Windows Licences	4 years	Payroll Development	5 years
Paris Software	5 years		
Oracle Licences	10 years		

The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £507k charged to revenue in 2013/14 was charged to the IT Administration cost centre and then absorbed as an overhead across all the service headings in the Cost of Services. It is not possible to quantify exactly how much of the amortisation is attributable to each service heading.

The movement on Intangible Asset balances during the year is as follows:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
	<b>Balance at start of year:</b>	
4,215	- Gross carrying amounts	4,430
-2,070	- Accumulated amortisation	-2,820
2,145	Net carrying amount at start of year	1,610
	Additions:	
215	- Purchases during year	103
-750	Amortisation for the period	-507
0	Other changes	-18
<b>1,610</b>	<b>Net carrying amount at end of year</b>	<b>1,188</b>
	Comprising:	
4,430	- Gross carrying amounts	4,515
-2,820	- Accumulated amortisation	-3,327
1,610		1,188



# NOTES TO THE ACCOUNTS

## 15. Financial Instruments

The notes on financial instruments on the following pages are the requirement of the code. IFRS requires for the restatement of nominal amounts for loans and investments to include for example the spread cost of premium / discounts and using equivalent interest rates instead of actual stepped interest rates in the case of 'amortised cost' and also the restatement of the nominal values of the loans and investments if they were to be refinanced in the market at 31st March 2014 in the 'fair value' disclosure.

### TYPES OF FINANCIAL INSTRUMENTS

**TABLE 1 – FINANCIAL INSTRUMENT BALANCES**

	Long-Term		Short-Term		Total	
	31st March 2014 £'000	31st March 2013 £'000	31st March 2014 £'000	31st March 2013 £'000	31st March 2014 £'000	31st March 2013 £'000
<b>Borrowings</b>						
Financial liabilities at amortised cost	312,188	320,101	12,367	11,688	324,555	331,789
<b>Total included in Borrowings</b>	<b>312,188</b>	<b>320,101</b>	<b>12,367</b>	<b>11,688</b>	<b>324,555</b>	<b>331,789</b>
<b>Creditors</b>						
Financial liabilities carried at contract amount	3,589	3,484	55,921	50,473	59,510	53,957
<b>Total included in Creditors</b>	<b>3,589</b>	<b>3,484</b>	<b>55,921</b>	<b>50,473</b>	<b>59,510</b>	<b>53,957</b>
<b>Investments</b>						
Loans and receivables	24	24	34,065	61,153	34,089	61,177
Financial Assets at Fair Value through Profit or Loss	0	0	2,105	22,571	2,105	22,571
Unquoted equity investment at cost	50	50	0	0	50	50
<b>Total Investments</b>	<b>74</b>	<b>74</b>	<b>36,170</b>	<b>83,724</b>	<b>36,244</b>	<b>83,798</b>
<b>Debtors</b>						
Loans and receivables	767	767	0	0	767	767
Financial assets carried at contract amount	974	139	55,692	54,051	56,666	54,190
<b>Total Debtors</b>	<b>1,741</b>	<b>906</b>	<b>55,692</b>	<b>54,051</b>	<b>57,433</b>	<b>54,957</b>

Note - Lender Option / Borrower Option Loans (LOBO's) of £40m (2012/13 £58m) have been included in long term borrowing but have an option date in the next 12 months.

## **NOTES TO THE ACCOUNTS**

The Authority holds a one third shareholding (£50,000 'A' shares) in the Swansea Stadium Management Company Limited, a joint venture between the Authority, Swansea City Association Football Club Limited and Ospreys Rugby Limited. The purpose of the company is to run the Liberty Stadium, a purpose built stadium for major sporting events in Swansea. Under the terms of the joint venture agreement between the parties, the nature of the Authority's shareholding is such that it has an ultimate casting vote on any resolution relating to:-

- a) The removal from office of any director,
- b) The use of the Stadium (or any part of it) for purposes not permitted by the Head Lease,
- c) A matter which, if implemented or omitted to be done, would in the proper opinion of the 'A' shareholder be likely to result in either:-
  - Material prejudice to the trading and / or financial position or prospects of the company or
  - A breach of law by the company.

The nature of the joint venture agreement restricts the potential for the sale of shares and the value at which they must be offered and as such it is not possible to place a value on the shareholding other than the initial investment value.

### **INCOME, EXPENSE, GAINS AND LOSSES**

The gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments are made up as follows:

**TABLE 2 – FINANCIAL INSTRUMENTS GAINS/LOSSES**

<b>2013/14</b>	<b>Financial Liabilities</b>	<b>Financial Assets</b>		
	<b>Liabilities measured at amortised cost</b>	<b>Loans and receivables</b>	<b>Fair value through profit or loss</b>	<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Interest expense	17,814	0	0	17,814
Losses on Derecognition	0	0	-247	-247
Reductions in Fair Value	0	0	-20	-20
Fee Expense	0	0	-25	-25
<b>Total Expense in Surplus or Deficit on the Provision of Services</b>	<b>17,814</b>	<b>0</b>	<b>-292</b>	<b>17,522</b>

## NOTES TO THE ACCOUNTS

2013/14	Financial Liabilities	Financial Assets		
	Liabilities measured at amortised cost £'000	Loans and receivables £'000	Fair value through profit or loss £'000	Total £'000
Interest income	0	562	261	823
Gains on Derecognition	0	0	4	4
<b>Total Income in Surplus or Deficit on the Provision of Services</b>	<b>0</b>	<b>562</b>	<b>265</b>	<b>827</b>
<b>Net gain/(loss) for the year</b>	<b>17,814</b>	<b>562</b>	<b>-27</b>	<b>18,349</b>

2012/13 Comparative Table	Financial Liabilities	Financial Assets		
	Liabilities measured at amortised cost £'000	Loans and receivables £'000	Fair value through profit or loss £'000	Total £'000
Interest expense	18,151	0	0	18,151
Losses on Derecognition	0	0	-114	-114
Reductions in Fair Value	0	0	-22	-22
Fee Expense	0	0	-10	-10
<b>Total Expense in Surplus or Deficit on the Provision of Services</b>	<b>18,151</b>	<b>0</b>	<b>-146</b>	<b>18,005</b>
Interest income	0	951	316	1,267
Gains on Derecognition	0	0	0	0
<b>Total Income in Surplus or Deficit on the Provision of Services</b>	<b>0</b>	<b>951</b>	<b>316</b>	<b>1,267</b>
<b>Net gain/(loss) for the year</b>	<b>18,151</b>	<b>951</b>	<b>170</b>	<b>19,272</b>

# NOTES TO THE ACCOUNTS

## FAIR VALUES OF ASSETS AND LIABILITIES

Financial liabilities, financial assets represented by loans and receivables and long-term debtors and creditors are carried in the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

### **Methods and Assumptions in valuation technique**

The fair value of an instrument is determined by calculating the net present value of future cash flows, which provides an estimate of the value of payments in the future in today's terms.

The discount rate used in the Net Present Value calculation is the rate applicable in the market on the date of valuation for an instrument with the same structure, terms and remaining duration. For debt, this will be the new borrowing rate since premature repayment rates include a margin which represents the lender's profit as a result of rescheduling the loan; this is not included in the fair value calculation since any motivation other than securing a fair price should be ignored.

The rates quoted in this valuation were obtained by our treasury management consultants from the market on 31st March 2014, using bid prices where applicable.

The calculations are made with the following assumptions:

- estimated ranges of interest rates at 31 March 2014 of 1.26% to 4.33% for loans from the PWLB and 4.35% to 4.46% for other loans receivable and payable, based on new lending rates for equivalent loans at that date.
- We have used interpolation techniques between available rates where the exact maturity period was not available.
- No early repayment or impairment is recognised.
- We have calculated fair values for all instruments in the portfolio, but only disclose those which are materially different from the carrying value.
- The fair value of trade and other receivables is taken to be the invoiced or billed amount.

The fair values are calculated as follows:

**TABLE 3 – FAIR VALUE OF LIABILITIES CARRIED AT AMORTISED COST**

	31st March 2014		31st March 2013	
	Carrying amount	Fair value	Carrying amount	Fair value
	£'000	£'000	£'000	£'000
Financial liabilities	324,555	372,888	331,789	402,286
Creditors	59,510	59,510	53,957	53,957

## **NOTES TO THE ACCOUNTS**

Fair value is sometimes more than the carrying amount because the Authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is lower than the rates available for similar loans at the Balance Sheet date. The commitment to pay interest below current market rates reduces the amount that the Authority would have to pay if the lender requested or agreed to early repayment of the loans.

**TABLE 4 – FAIR VALUE OF ASSETS CARRIED AT AMORTISED COST**

	31st March 2014		31st March 2013	
	Carrying amount	Fair value	Carrying amount	Fair value
	£000s	£000s	£000s	£000s
Loans and receivables	34,856	34,063	61,377	61,393
Debtors	56,666	55,724	54,957	54,957

The fair value is lower than the carrying amount because the Authority's portfolio of investments includes a number of fixed rate loans where the interest rate receivable is lower than the rates available for similar loans at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2014) attributable to the commitment to receive interest below current market rates.

Short-term debtors and creditors are carried at cost as this is a fair approximation of their fair value.

### **NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS**

The Authority's activities expose it to a variety of financial risks:

- credit risk - the possibility that other parties might fail to pay amounts due to the Authority.
- liquidity risk - the possibility that the Authority might not have funds available to meet its commitments to make payments.
- market risk - the possibility that financial loss might rise for the Authority as a result of changes in such measures as interest rates and stock market movements.

The Authority's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by a central treasury team, under policies approved by the Council in the Annual Treasury Management Strategy. The Council provides written principles for overall risk management, as well as covering specific areas, such as interest rate risk, credit risk and the investment of surplus cash.

#### **1. Credit Risk**

Credit risk arises from deposits with banks, building societies and other local authorities as well as credit exposures to the Authority's customers.

## NOTES TO THE ACCOUNTS

The risk is managed through the Annual Investment Strategy which outlines the minimum credit criteria required for the Authority to make an investment which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria. The Annual Investment Strategy also imposes a maximum sum to be invested with a financial institution located within each category.

The full details of the credit criteria are outlined in the previously published Treasury Management Strategy report available on the Council's website.

The Authority's maximum exposure to credit risk to financial institutions of £87m cannot be assessed generally as risks are specific to each institution. The risk of irrecoverability applies to all investments, however there was no evidence at 31/3/14 that this was likely to crystallise.

The following analysis summarises the Authority's potential maximum exposure to credit risk, based on past experience and current market conditions. The Authority considers for impairment all of its financial instruments annually. No credit limits were exceeded during the financial year and the Authority expects full repayment on the due date of deposits placed with its counterparties.

**TABLE 5 – CREDIT RISK (A)**

	Amounts at 31 March 2014 £'000	Historical experience of default 31 March 2014 %	Historical experience adjusted for market conditions as at 31 March 2014 %	Estimated maximum exposure to default and uncollectability 31 March 2014 £'000	Estimated maximum exposure 31 March 2013
Bonds and other securities	0	0.00	0.00	0	0
Customers	57,433	9.30	10.24	5,884	5,036
<b>Total</b>	<b>57,433</b>			<b>5,884</b>	<b>5,036</b>

The Authority does not generally allow credit for customers such that £9.5m of the £60m balance is past its due date for payment. The amount can be analysed as follows

	31-Mar-14	31-Mar-13
less than 3 months	5,964	5,265
3 to 6 months	59	435
6 months to 1 year	1,098	815
more than 1 year	2,421	2,790
	<b>9,542</b>	<b>9,305</b>

# NOTES TO THE ACCOUNTS

## 2. Liquidity Risk

The Authority has a cashflow management system to ensure cash is available when needed. If unexpected movements happen, the Authority has ready access to the money markets and the PWLB. There is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. The risk may be bound to replenish a proportion of its borrowings at times of unfavourable interest rates. The Authority sets limits on the proportion of its fixed borrowing during specific periods and seeks to ensure an even maturity profile through a combination of planning when to take new loans and where economic when to make early repayments.

The maturity structure of financial liabilities at nominal value is as follows (liability figure per Table 1 includes accrued interest on PWLB and LOBOs of £5,523k (prior year £5,597k):

**TABLE 6 – LIQUIDITY RISK**

<b>On 31 March 2013</b>	<b>Loans outstanding</b>	<b>On 31 March 2014</b>
<b>£'000</b>		<b>£'000</b>
60,847	Less than 1 year	63,972
7,913	Between 1 and 2 years	6,778
12,477	Between 2 and 5 years	9,289
4	Between 5 and 10 years	3
298,500	More than 10 years	298,500
<b>379,741</b>	<b>Total</b>	<b>378,542</b>

In the more than 10 years category there are £40m (31 March 2013 £58m) of LOBOs which have a call date in the next 12 months.

## 3. Market Risk

### Interest rate risk

The Authority is exposed to risk in terms of its exposure to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Authority. A rise in interest rates would have the following effects:

borrowings at variable rates- the interest expense charged to the surplus or deficit on the provision of services will rise

borrowings at fixed rates- the fair value of the liabilities borrowings will fall

investments at variable rates - the interest income credited to the surplus or deficit on the provision of services will rise

investments at fixed rates - the fair value of the assets will fall

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the surplus or deficit on the Provision of Services or other comprehensive income and expenditure. However changes in interest payable and receivable on variable rate borrowings and investments will be posted to the surplus or deficit on the provision of services and affect the general fund balance.

## NOTES TO THE ACCOUNTS

The Authority has a number of strategies for managing interest rate risk. The policy is to aim to keep a maximum of 40% of its borrowings in variable rate loans. During periods of falling interest rates, and where economic circumstances make it favourable, fixed rate loans will be repaid early to limit exposure to losses. The risk of loss is ameliorated by the fact that a proportion of government grant payable on financing costs will normally move with prevailing interest rates or the Authority's cost of borrowing and provide compensation for a proportion of any higher costs.

The treasury management team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to inform budget monitoring during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out is fixed or variable.

According to this assessment strategy, at 31 March 2014, if interest rates had been 1% higher than market rate with all other variables held constant, the financial effect would be:

**TABLE 7 – INTEREST RATE RISK**

	2012/13	2013/14
	£'000	£'000
Increase in interest payable on variable rate borrowings	580	400
Increase in interest receivable on variable rate investments	0	0
Increase in government grant receivable for financing costs	0	0
<b>Impact on Surplus or Deficit on the Provision of Services</b>	<b>580</b>	<b>400</b>
<b>Share of overall impact debited to the Housing Revenue Account</b>	<b>109</b>	<b>72</b>
Decrease in fair value of fixed rate investment assets	81	54
<b>Impact on Other Comprehensive Income and Expenditure</b>	<b>81</b>	<b>54</b>
Decrease in fair value of fixed rate borrowing liabilities (no impact on the Surplus or Deficit on the Provision of Services or other comprehensive I&E)	58,175	52,702

### Foreign Exchange Risk

The Authority has no financial assets or liabilities denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

### Price Risk

The Authority does not generally invest in equity shares but does have an equity shareholding of £50k in the stadium management company where its holding has been valued at cost as no reliable fair value can be obtained.



## NOTES TO THE ACCOUNTS

### Financial Instruments Adjustment Account

31/03/2013	31/03/2014
£'000	£'000
<b>-1,191 Balance brought forward</b>	<b>-1,321</b>
164 PWLB Premia amortisation	164
-297 PWLB Discounts amortisation	-285
9 LOBO equivalent interest rate amortisation	10
-6 Notional advances right to buy sales	-2
<b><u>-1,321 Published Balance as at 31st March</u></b>	<b><u>-1,434</u></b>

### Analysis of Borrowing

31/03/2013 Sources of borrowing	31/03/2014
£'000	£'000
220,304 Public Works Loan Board	212,981
99,207 Money market	99,207
590 Local Bonds and Internal Mortgages	0
<b><u>320,101 Total borrowing greater than one year</u></b>	<b><u>312,188</u></b>
1 Stock issues	1
10,267 Public Works Loans Board	11,233
406 Money market	406
4 Local bonds & internal mortgages	4
1,010 Temporary loans	723
<b><u>11,688 Total borrowing less than one year</u></b>	<b><u>12,367</u></b>
<b><u>331,789</u></b>	<b><u>324,555</u></b>

### Maturity dates for the repayment of loans

31/03/2013	31/03/2014
£'000	£'000
1,010 Temporary loans up to 1 year	723
Long term debt maturing within:-	
10,272 1 year	11,238
7,913 1 - 2 years	3,189
12,477 2 – 5 years	9,289
4 5 -10 years	3
300,113 Over 10 years	300,113
<b><u>331,789</u></b>	<b><u>324,555</u></b>

## NOTES TO THE ACCOUNTS

### 16. Short Term Debtors

31st March 2013	31st March 2014
£'000	£'000
32,566 Central government bodies	33,798
1,274 Other local authorities	4,778
2,154 NHS bodies	2,730
4 Public corporations and trading funds	73
19,817 Other entities and individuals	15,548
1,479 Payments In Advance	1,290
<b>57,294 Total</b>	<b>58,217</b>

### 17. Cash and Cash Equivalents

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

31st March 2013	31st March 2014
£'000	£'000
152 Cash held by the Authority	131
27,261 Bank current accounts	64,596
<b>27,413 Total Cash and Cash Equivalents</b>	<b>64,727</b>

### 18. Assets Held for Sale

All of the assets held for sale have been classified as current assets.

2012/13	2013/14
£'000	£'000
<b>2,487 Balance outstanding at start of year</b>	<b>1,269</b>
-154 Revaluation gains/losses	-198
Assets classified as held for sale:	
735 - Property, Plant and Equipment	2,606
-1,799 Assets sold	-2,910
<b>1,269 Balance outstanding at year end</b>	<b>767</b>

### 19. Creditors

31st March 2013	31st March 2014
£'000	£'000
5,867 Central government bodies	10,804
5,681 Other local authorities	5,168
549 NHS bodies	676
592 Public corporations and trading funds	542
37,784 Other entities and individuals	37,977
5,487 Receipts In Advance	7,543
<b>55,960 Total</b>	<b>62,710</b>

## NOTES TO THE ACCOUNTS

### 20. Provisions

#### Short - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
<b>Balance at 1 April 2013</b>	0	3,557	32,040	2,340	37,937
Additional provisions made in 2013/14	0	3,122	143	1,266	4,531
Amounts used in 2013/14	0	-2,953	-7,727	-726	-11,406
Unused amounts reversed in 2013/14	0	0	0	-1,150	-1,150
<b>Balance at 31 March 2014</b>	<b>0</b>	<b>3,726</b>	<b>24,456</b>	<b>1,730</b>	<b>29,912</b>

#### Long - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
<b>Balance at 1 April 2013</b>	219	4,437	0	9,863	14,519
Additional provisions made in 2013/14	0	2,147	14	24	2,185
Amounts used in 2013/14	-4	-1,601	0	-492	-2,097
Unused amounts reversed in 2013/14	0	0	0	-189	-189
<b>Balance at 31 March 2014</b>	<b>215</b>	<b>4,983</b>	<b>14</b>	<b>9,206</b>	<b>14,418</b>

#### **Outstanding Legal Cases**

The Authority has incurred legal costs in defending its position across a number of issues and will seek to defray those costs against third parties if appropriate. To the extent that this is considered unlikely this provision is intended to quantify and provide for the expected extent of irrecoverable costs.

## NOTES TO THE ACCOUNTS

### Injury and Damage Compensation Claims

This is in respect of excess charges and uninsured costs on all known outstanding insurance claims made against the Authority in respect of all injury and compensation claims outstanding at the Balance Sheet date.

### Employee Benefits

This is in respect of the potential costs of settling all reasonably expected equal pay compensation claims as they exist at the Balance Sheet date on the basis that pending the implementation of an equal pay compliant pay structure a significant element of the potential liability will be settled by way of compensation payment rather than as backpay. It is envisaged the majority of this will be settled within 1 - 2 years.

### Other Provisions

These amounts are to cover a variety of potential liabilities including land compensation claims following compulsory purchase, potential sums arising out of grant reclaims and obsolete stock. Other provisions include a significant capital provision (£7.25m) for the future remediation and maintenance of major land refuse disposal sites. Of the £7.25m, £1.25m is likely to be settled with the next ten years and the remaining £6m over the next sixty years.

### 21. Unusable Reserves

<b>31st March 2013 £'000</b>	<b>31st March 2014 £'000</b>
167,061 Revaluation Reserve	223,832
512,649 Capital Adjustment Account	525,447
-1,321 Financial Instruments Adjustment Account	-1,434
-625,600 Pensions Reserve	-480,700
-7,687 Accumulated Absences Account	-7,270
<b>45,102 Total Unusable Reserves</b>	<b>259,875</b>

### Revaluation Reserve

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

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

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

## **NOTES TO THE ACCOUNTS**

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
<b>114,960</b>	<b>Balance at 1st April</b>	<b>167,061</b>
	Upward revaluation of assets -	
46,089	Cost	60,580
15,471	Depreciation	7,809
	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services -	
-3,948	Cost	-2,270
1,362	Depreciation	1,159
<b>58,974</b>	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	<b>67,278</b>
	Difference between fair value depreciation and historical	
-6,013	cost depreciation	-8,953
	-769 Accumulated gains on assets sold or scrapped	-1,554
-91	Transfer of Investment Property Revaluation Reserve	0
<b>-6,873</b>	Amount written off to the Capital Adjustment Account	<b>-10,507</b>
<b>167,061</b>	<b>Balance at 31st March</b>	<b>223,832</b>

### **Capital Adjustment Account**

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

The Account contains accumulated gains and losses on Investment Properties. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1st April 2007, the date that the Revaluation Reserve was created to hold such gains. Note 6 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

## NOTES TO THE ACCOUNTS

2012/13		2013/14
£'000		£'000
<b>520,057</b>	<b>Balance at 1st April</b>	<b>512,649</b>
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
-70,008	Charges for depreciation and impairment of non-current assets	-74,402
-3,704	Revaluation losses on Property, Plant and Equipment	596
-750	Amortisation of intangible assets	-507
-9,234	Revenue expenditure funded from capital under statute	-10,299
	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	
<u>-2,703</u>		<u>-3,724</u>
-86,399		-88,336
<u>6,873</u>	Adjusting amounts written out of the Revaluation Reserve	<u>10,507</u>
-79,526	Net written out amount of the cost of non-current assets consumed in the year	-77,829
	Capital financing applied in the year:	
5,678	Use of the Capital Receipts Reserve to finance new capital expenditure	5,154
32,033	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	41,363
14,735	Statutory provision for the financing of the capital investment charged against the General Fund and HRA balances	15,341
19,217	Capital expenditure charged against the HRA and General Fund balances	20,552
<u>71,663</u>		<u>82,410</u>

## NOTES TO THE ACCOUNTS

2012/13 £'000	2013/14 £'000
Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	8,217
<b>512,649 Balance at 31st March</b>	<b>525,447</b>

### Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions.

2012/13 £'000	2013/14 £'000
<b>-1,191 Balance at 1st April</b>	<b>-1,321</b>
Premiums incurred in the year and charged to the Comprehensive Income and Expenditure Statement	
Proportion of premiums incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	-121
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	8
<b>-1,321 Balance at 31st March</b>	<b>-1,434</b>

## NOTES TO THE ACCOUNTS

### 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 Authority 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 Authority makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority 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.

<b>Restated</b>	<b>2013/14</b>
<b>2012/13</b>	<b>£'000</b>
<b>£'000</b>	<b>£'000</b>
<b>-565,480 Balance at 1st April</b>	<b>-625,600</b>
-37,020 Remeasurements of the net defined benefit liability/(asset)	174,850
0 Net increase in assets & liabilities from disposals / acquisitions	-1,490
Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services	
-56,890 in the Comprehensive Income and Expenditure Statement	-63,640
-900 Past service cost adjustment	-3,390
Employer's pensions contributions and direct payments to pensioners payable in the year	
<u>34,690</u>	<u>38,570</u>
<b><u><u>-625,600</u></u> Balance at 31st March</b>	<b><u><u>-480,700</u></u></b>



## NOTES TO THE ACCOUNTS

### Accumulated Absences Account

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

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
<b>-8,589 Balance at 1st April</b>	<b>-7,687</b>
Settlement or cancellation of accrual made	
8,589 at the end of the preceding year	7,687
Amounts accrued at the end of the current	
-7,687 year	-7,270
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	417
<b>-7,687 Balance at 31st March</b>	<b>-7,270</b>

### 22. Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
1,452 Interest received	412
-18,341 Interest paid	-17,872
<b>-16,889</b>	<b>-17,460</b>

The surplus or deficit on the provision of services has been adjusted for the following non-cash movements:

#### Restated

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
70,008 Depreciation	74,402
3,249 Impairment and downward revaluations	-8,813
750 Amortisation	507
668 Increase in creditors	8,342
-4,549 Increase in debtors	-6,709
-273 (Increase)/decrease in inventories	212
23,100 Movement in pension liability	28,460

## NOTES TO THE ACCOUNTS

Restated 2012/13 £'000	2013/14 £'000
Carrying amount of non-current assets and non-current	
-2,703 assets held for sale, sold or de-recognised	-3,724
Other non-cash items charged to the net surplus or deficit on	
11,932 the provision of services	-7,253
<b>102,182</b>	<b>85,424</b>

The surplus or deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

2012/13 £'000	2013/14 £'000
Any other items for which the cash effects are investing or	
-37,242 financing cash flows	-38,201
<b>-37,242</b>	<b>-38,201</b>

### 23. Cash Flow Statement - Investing Activities

2012/13 £'000	2013/14 £'000
-66,021 Purchase of property, plant and equipment, investment	-75,216
property and intangible assets	
-874,516 Purchase of long and short term investments	-580,589
3,450 Proceeds from the sale of property, plant and equipment,	6,198
investment property and intangible assets	
888,389 Proceeds from short-term and long-term investments	628,135
37,759 Other receipts from investing activities	43,152
<b>-10,939 Net cash flows from investing activities</b>	<b>21,680</b>

### 24. Cash Flow Statement - Financing Activities

2012/13 £'000	2013/14 £'000
3,541 Cash receipts of short and long-term borrowing	0
-28,950 Repayments of short and long-term borrowing	-7,234
<b>-25,409 Net cash flows from financing activities</b>	<b>-7,234</b>

## NOTES TO THE ACCOUNTS

### 25. Amounts Reported For Resource Allocation Decisions

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice. However, decisions about resource allocation are taken by the Authority's Cabinet on the basis of budget reports analysed across directorates. These reports are prepared on a different basis from the accounting policies used in the financial statements.

In particular:

- No charges are made in relation to capital expenditure (whereas depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve are charged to services in the Comprehensive Income and Expenditure Statement). Revenue expenditure funded from capital under statute (REFCUS) is also charged to services in the Comprehensive Income and Expenditure Statement.
- Gains or losses on the disposal of non-current assets are not charged. They are charged to the Comprehensive Income and Expenditure Statement.
- The cost of retirement benefits is based on cash flows (payment of employer's pensions contributions) rather than current service cost of benefits accrued in the year (IAS19).
- No accruals are charged for employee benefits. Employee benefits accruals are charged to services in the Comprehensive Income and Expenditure Statement.
- Expenditure on some support services is budgeted for centrally and not charged to directorates.

The income and expenditure of the Authority's directorates recorded in the budget reports for the year is as follows:

	Director of Place £'000	Director of Corporate Services £'000	Director of People - Education £'000	Director of People - Social Services £'000	Director of People - Poverty & Prevention £'000	Housing Revenue Account £'000	Total £'000
<b>Directorate Income and Expenditure</b>							
<b>2013/14</b>							
Employee expenses	67,095	28,829	155,318	47,973	7,801	9,454	316,470
Premises	20,125	204	8,219	1,507	476	12,774	43,305
Transport	16,897	147	8,846	2,215	173	271	28,549
Supplies & Services	125,203	13,242	30,587	24,426	1,761	1,798	197,017
Other Costs	-76,173	102,533	9,241	72,968	5,629	7,385	121,583
<b>Total Expenditure</b>	<b>153,147</b>	<b>144,955</b>	<b>212,211</b>	<b>149,089</b>	<b>15,840</b>	<b>31,682</b>	<b>706,924</b>
Fees, charges & other service income	-58,709	-4,167	-19,310	-24,872	-376	-51,444	-158,878
Government grants	-36,405	-93,605	-29,488	-17,907	-12,030	-485	-189,920
<b>Total Income</b>	<b>-95,114</b>	<b>-97,772</b>	<b>-48,798</b>	<b>-42,779</b>	<b>-12,406</b>	<b>-51,929</b>	<b>-348,798</b>
<b>Net Expenditure</b>	<b>58,033</b>	<b>47,183</b>	<b>163,413</b>	<b>106,310</b>	<b>3,434</b>	<b>-20,247</b>	<b>358,126</b>

## NOTES TO THE ACCOUNTS

	Director of Place £'000	Director of Corporate Services £'000	Director of People - Education £'000	Director of People - Social Services £'000	Director of People - Poverty & Prevention £'000	Housing Revenue Account £'000	Total £'000
<b>Directorate Income and Expenditure</b>							
<b>Restated 2012/13 Comparative Figures</b>							
Employee expenses	65,632	26,902	152,463	47,174	6,341	9,472	307,984
Premises	19,952	251	9,185	1,570	341	12,869	44,168
Transport	16,179	137	8,627	2,060	156	290	27,449
Supplies & Services	137,381	14,227	30,779	26,340	1,447	1,512	211,686
Other Costs	-86,847	100,443	7,531	72,985	5,211	7,133	106,456
<b>Total Expenditure</b>	<b>152,297</b>	<b>141,960</b>	<b>208,585</b>	<b>150,129</b>	<b>13,496</b>	<b>31,276</b>	<b>697,743</b>
Fees, charges & other service income	-75,601	-4,801	-19,763	-23,482	-328	-49,533	-173,508
Government grants	-19,227	-110,484	-32,980	-22,469	-10,350	-485	-195,995
<b>Total Income</b>	<b>-94,828</b>	<b>-115,285</b>	<b>-52,743</b>	<b>-45,951</b>	<b>-10,678</b>	<b>-50,018</b>	<b>-369,503</b>
<b>Net Expenditure</b>	<b>57,469</b>	<b>26,675</b>	<b>155,842</b>	<b>104,178</b>	<b>2,818</b>	<b>-18,742</b>	<b>328,240</b>

The 2012/13 Directorate Income and Expenditure figures have been restated following the Council's Senior management restructure.

### Reconciliation of Directorate Income and Expenditure to Cost of Services in the Comprehensive Income and Expenditure Statement

This reconciliation shows how the figures in the analysis of directorate income and expenditure relate to the amounts included in the Comprehensive Income and Expenditure Statement.

	<b>Restated</b>	
	<b>2012/13</b>	<b>2013/14</b>
	<b>£'000</b>	<b>£'000</b>
Net expenditure in the Directorate Analysis	328,240	358,126
Amounts in the Comprehensive Income and Expenditure Statement not reported to management in the Analysis	101,168	99,958
	<u>429,408</u>	<u>458,084</u>
Amounts included in the Analysis not included in the Comprehensive Income and Expenditure Statement	-29,030	-32,690
<b>Cost of Services in Comprehensive Income and Expenditure Statement</b>	<b><u>400,378</u></b>	<b><u>425,394</u></b>

## NOTES TO THE ACCOUNTS

### Reconciliation to Subjective Analysis

This reconciliation shows how the figures in the analysis of directorate income and expenditure relate to a subjective analysis of the Surplus or Deficit on the Provision of Services included in the Comprehensive Income and Expenditure Statement.

	Directorate Analysis £'000	Amounts not reported to management for decision making £'000	Amounts not included in I & E £'000	Cost of Services £'000	Corporate Amounts £'000	Total £'000
<b>2013/14</b>						
Fees, charges & other service income	-158,878	33,645	0	-125,233	-46,695	-171,928
Interest and investment income	0	0	0	0	-412	-412
Income from council tax	0	0	0	0	-88,905	-88,905
Government grants and contributions	-189,920	714	0	-189,206	-368,230	-557,436
<b>Total Income</b>	<b>-348,798</b>	<b>34,359</b>	<b>0</b>	<b>-314,439</b>	<b>-504,242</b>	<b>-818,681</b>
Employee expenses	316,470	34,253	-32,690	318,033	15	318,048
Premises	43,305	0	0	43,305	527	43,832
Transport	28,549	0	0	28,549	0	28,549
Supplies & Services	197,017	0	0	197,017	11	197,028
Other Costs	121,583	-42,648	0	78,935	59,674	138,609
Depreciation, amortisation and impairment	0	73,994	0	73,994	0	73,994
Interest Payments	0	0	0	0	17,872	17,872
Precepts & Levies	0	0	0	0	28,304	28,304
Gain or Loss on Disposal of Non Current Assets	0	0	0	0	-3,200	-3,200
<b>Total Expenditure</b>	<b>706,924</b>	<b>65,599</b>	<b>-32,690</b>	<b>739,833</b>	<b>103,203</b>	<b>843,036</b>
<b>Surplus or Deficit on the Provision of Services</b>	<b>358,126</b>	<b>99,958</b>	<b>-32,690</b>	<b>425,394</b>	<b>-401,039</b>	<b>24,355</b>

## NOTES TO THE ACCOUNTS

	Directorate Analysis £'000	Amounts not reported to management for decision making £'000	Amounts not included in I & E £'000	Cost of Services £'000	Corporate Amounts £'000	Total £'000
<b>Restated 2012/13 Comparative Figures</b>						
Fees, charges & other service income	-173,508	26,593	0	-146,915	-5,701	-152,616
Interest and investment income	0	0	0	0	-1,095	-1,095
Income from council tax	0	0	0	0	-103,105	-103,105
Government grants and contributions	-195,995	0	0	-195,995	-330,198	-526,193
<b>Total Income</b>	<b>-369,503</b>	<b>26,593</b>	<b>0</b>	<b>-342,910</b>	<b>-440,099</b>	<b>-783,009</b>
Employee expenses	307,984	25,248	-29,030	304,202	0	304,202
Premises	44,168	0	0	44,168	-102	44,066
Transport	27,449	0	0	27,449	0	27,449
Supplies & Services	211,686	12	0	211,698	496	212,194
Other Costs	106,456	-25,148	0	81,308	25,980	107,288
Depreciation, amortisation and impairment	0	74,463	0	74,463	0	74,463
Interest Payments	0	0	0	0	18,274	18,274
Precepts & Levies	0	0	0	0	27,179	27,179
Gain or Loss on Disposal of Non Current Assets	0	0	0	0	-747	-747
<b>Total Expenditure</b>	<b>697,743</b>	<b>74,575</b>	<b>-29,030</b>	<b>743,288</b>	<b>71,080</b>	<b>814,368</b>
<b>Surplus or Deficit on the Provision of Services</b>	<b>328,240</b>	<b>101,168</b>	<b>-29,030</b>	<b>400,378</b>	<b>-369,019</b>	<b>31,359</b>

## **NOTES TO THE ACCOUNTS**

### **26. Trading Operations**

In accordance with the Service Reporting Code of Practice (SeRCOP) which has been issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) the Authority undertakes a number of activities which are defined as trading activities within the meaning of the Code.

All the Authority's trading operations are an integral part of one of the Authority's services to the public and are incorporated into the Comprehensive Income and Expenditure Statement.

#### **2013/14**

	<b>Turnover</b>	<b>Expenditure</b>	<b>Surplus/- Deficit</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Car Parks	3,849	2,804	1,045
Grand Theatre	3,324	4,942	-1,618
Indoor Market	1,107	784	323
Catering	5,880	6,124	-244
Trade Waste	2,422	1,525	897
Swansea Marina	1,117	1,257	-140
	<u>17,699</u>	<u>17,436</u>	<u>263</u>

#### **2012/13**

	<b>Turnover</b>	<b>Expenditure</b>	<b>Surplus/- Deficit</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Car Parks	3,779	3,169	610
Grand Theatre	3,323	5,056	-1,733
Indoor Market	1,126	701	425
Catering	5,568	5,315	253
Trade Waste	2,343	1,555	788
Swansea Marina	1,046	1,198	-152
	<u>17,185</u>	<u>16,994</u>	<u>191</u>

The Authority provides and operates over fifty car parks. These include both multi-storey and surface car parks, mainly in the city centre and on the coast, and some serve specific destinations. The customers are mainly individual shoppers, workers, visitors, and leisure venue users. Prices are set at commercial market rates and the service generates a significant surplus which will help to fund other council services.

The Authority provides and operates the Grand Theatre in the city centre. It forms a central part of the City's cultural service, and stages a wide variety of performances throughout the year, both for local and regional residents and visitors. The Theatre's customers are mainly individual theatre goers although the venue is also hired out to groups. Ticket prices are set at market rates in conjunction with the companies providing shows, although this requires a significant subsidy from the Authority.

## NOTES TO THE ACCOUNTS

The Authority provides Swansea Indoor Market, and manages and lets the stalls which currently number about one hundred. The stalls can be let on both a permanent long term and casual basis. Rents are set at commercial market rates, and as well as providing a unique and historic shopping facility, the market generates a significant surplus which helps to fund other council services.

The Catering Service is responsible for the provision of school meals in all schools within the City and County of Swansea, except two secondaries who have arranged their own caterers. The service also provides some in-house catering facilities at some Council facilities but this activity is incidental to the overall operation. The service is fully traded and expected to break even. The increased costs from implementing Living Wage has impacted upon profitability this year. The operation delivers the Authority's statutory duty to make a school meal provision at each school.

The Authority operates a waste and recycling collection service to about two thousand businesses throughout the area. It also collects and disposes of refuse from the Authority's own buildings and services. Prices are set at commercial rates and the operation generates a significant surplus which helps to fund the Authority's other waste services.

The Authority provides and operates the Swansea Marina which forms a central part of the City's redeveloped and award winning Maritime Quarter. It has over five hundred berths available for both short and long term hire, and provides a full marina service. Prices are set at commercial market rates with the aim of covering the direct costs of operating the service.

### 27. Members' Allowances

The Authority paid the following amounts to members of the Council during the year.

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
1,325 Allowances	1,253
13 Expenses	3
<u>1,338</u> <b>Total</b>	<u>1,256</u>



## NOTES TO THE ACCOUNTS

### 28. Officers' Remuneration

(a) The following tables set out the remuneration for Senior Officers whose salary is less than £150,000 but equal to or more than £60,000 per year.

**Table 1 - 2013/14**

<i>The posts in bold italics reflect transitional arrangements and departure costs and amounted to £680,747 in 2013/14.</i>	Remuneration (including Fees & Allowances)	* Expense Allowances	Compensation for loss of office	Total remuneration excluding pension contributions	Pension contributions (22.4%)	Total remuneration including pension contributions
	£	£	£	£	£	£
Chief Executive	140,000	0	0	<b>140,000</b>	20,907	<b>160,907</b>
Director Place	110,000	0	0	<b>110,000</b>	24,640	<b>134,640</b>
<b>Corporate Director Environment</b>	<b>110,000</b>	<b>159</b>	<b>0</b>	<b>110,159</b>	<b>24,640</b>	<b>134,799</b>
<b>Interim Corporate Director Education (a)</b>	<b>71,250</b>	<b>0</b>	<b>98,843</b>	<b>170,093</b>	<b>20,041</b>	<b>190,134</b>
<b>Corporate Director Social Services (b)</b>	<b>27,500</b>	<b>0</b>	<b>0</b>	<b>27,500</b>	<b>0</b>	<b>27,500</b>
Director Corporate Services (c)	88,917	0	0	<b>88,917</b>	19,917	<b>108,834</b>
Director People (d)	52,778	0	0	<b>52,778</b>	11,822	<b>64,600</b>
Chief Operating Officer (g)	69,363	133	0	<b>69,496</b>	15,426	<b>84,922</b>
Chief Social Services Officer (h)	67,500	0	0	<b>67,500</b>	15,120	<b>82,620</b>
Chief Education Officer (i)	21,290	0	0	<b>21,290</b>	4,769	<b>26,059</b>
Head of Legal, Democratic Services and Procurement	80,440	0	0	<b>80,440</b>	17,920	<b>98,360</b>
Head of Culture, Sport/Leisure & Tourism	80,000	159	0	<b>80,159</b>	17,920	<b>98,079</b>
<b>Head of Finance (e)</b>	<b>23,000</b>	<b>40</b>	<b>817</b>	<b>23,857</b>	<b>5,611</b>	<b>29,467</b>
<b>Head of Corporate Building and Property Services (f)</b>	<b>13,333</b>	<b>27</b>	<b>0</b>	<b>13,360</b>	<b>2,987</b>	<b>16,347</b>
Head of Education Inclusion	80,000	159	0	<b>80,159</b>	17,920	<b>98,079</b>
Head of Delivery & Information (t)	54,931	106	75,429	<b>130,466</b>	11,670	<b>142,135</b>
Head of Child and Family Services	80,453	0	0	<b>80,453</b>	18,021	<b>98,474</b>
Head of Education Planning and Resources	70,000	159	0	<b>70,159</b>	15,680	<b>85,839</b>
<b>Balance c/f</b>	<b>1,240,755</b>	<b>942</b>	<b>175,089</b>	<b>1,416,786</b>	<b>265,011</b>	<b>1,681,796</b>

## NOTES TO THE ACCOUNTS

Table 1 - 2013/14 continued

Post title	Remuneration (including Fees * Expense & Allowances)	* Expense Allowances	Compensation for loss of office	Total remuneration excluding pension contributions	Pension contributions (22.4%)	Total remuneration including pension contributions
	£	£	£	£	£	£
<b>Balance b/f</b>	<b>1,240,755</b>	<b>942</b>	<b>175,089</b>	<b>1,416,786</b>	<b>265,011</b>	<b>1,681,796</b>
<b>Head of Street Scene (j)</b>	<b>25,833</b>	<b>0</b>	<b>62,959</b>	<b>88,792</b>	<b>5,787</b>	<b>94,579</b>
<b>Head of Public Protection (k)</b>	<b>53,822</b>	<b>106</b>	<b>68,431</b>	<b>122,359</b>	<b>12,074</b>	<b>134,433</b>
Head of Highways & Transportation (u)	71,458	0	0	<b>71,458</b>	16,007	<b>87,465</b>
Head of Housing & Public Protection	77,500	159	0	<b>77,659</b>	17,360	<b>95,019</b>
Head of Adult Services (p)	19,861	0	0	<b>19,861</b>	4,449	<b>24,310</b>
Head of Economic Regeneration & Planning	77,500	159	0	<b>77,659</b>	17,360	<b>95,019</b>
Head of Communications & Consultation	60,000	159	0	<b>60,159</b>	13,440	<b>73,599</b>
Head of Human Resources & Organisational Development (r)	60,138	0	0	<b>60,138</b>	13,440	<b>73,578</b>
Head of Financial Services (l)	49,073	0	0	<b>49,073</b>	10,946	<b>60,019</b>
Head of Poverty & Prevention (m)	37,110	0	0	<b>37,110</b>	8,313	<b>45,423</b>
Head of Waste Management (n)	37,708	0	0	<b>37,708</b>	8,447	<b>46,155</b>
<b>Interim Head of Delivery &amp; Information (o)</b>	<b>25,366</b>	<b>0</b>	<b>0</b>	<b>25,366</b>	<b>5,682</b>	<b>31,048</b>
Head of Adult Services (q)	49,242	0	0	<b>49,242</b>	11,030	<b>60,273</b>
<b>Interim Head of Human Resources &amp; Organisational Development (s)</b>	<b>18,333</b>	<b>0</b>	<b>0</b>	<b>18,333</b>	<b>4,107</b>	<b>22,440</b>
<b>Total</b>	<b>1,903,701</b>	<b>1,526</b>	<b>306,478</b>	<b>2,211,705</b>	<b>413,452</b>	<b>2,625,157</b>

## **NOTES TO THE ACCOUNTS**

\* The expense allowance represents an allowance for telephone costs.

No bonus payments or benefit in kind payments were made to the Officers detailed in these notes.

- (a) The Interim Corporate Director Education left the Authority on 31st December 2013.
- (b) The Corporate Director Social Services left on 30th June 2013.
- (c) The Director Corporate Services commenced on 10th June 2013.
- (d) The Director People commenced on 11th September 2013.
- (e) The Head of Finance retired on 30th June 2013.
- (f) The Head of Corporate Building & Property Services is the Chief Operating Officer since 15th May 2013. The Head of Corporate Building & Property Services post has been vacant since 15th May 2013.
- (g) The Chief Operating Officer commenced on 15th May 2013.
- (h) The Chief Social Services Officer commenced on 17th June 2013.
- (i) The Chief Education Officer commenced on 6th January 2014.
- (j) The Head of Street Scene retired on 31st July 2013.
- (k) The Head of Public Protection retired on 30th November 2013.
- (l) The Head of Financial Services commenced on 1st July 2013.
- (m) The Head of Poverty & Prevention commenced on 29th July 2013.
- (n) The Head of Waste Management commenced on 30th September 2013.
- (o) The Interim Head of Delivery & Information commenced on 21st October 2013.
- (p) The Head of Adult Services is the Chief Social Services Officer since 17th June 2013.
- (q) The Head of Adult Services commenced on 24th June 2013.
- (r) The Head of Human Resources & Organisational Development was seconded on the budget savings programme on 18th November 2013.
- (s) The Interim Head of Human Resources & Organisational Development commenced on 18th November 2013.
- (t) The Head of Delivery and Information left the Authority on 22nd November 2013.
- (u) The Head of Highways & Transportation left the Authority on 2nd March 2014.

## NOTES TO THE ACCOUNTS

The following tables set out the remuneration for Senior Officers whose salary is less than £150,000 but equal to or more than £60,000 per year.

**Table 1 - 2012/13**

Post title	Remuneration (including Fees & Allowances) £	* Expense Allowances £	Compensation for loss of office £	Total remuneration excluding pension contributions £	Pension contributions (22.1%) £	Total remuneration including pension contributions £
Chief Executive	140,000	0	0	<b>140,000</b>	30,940	<b>170,940</b>
Corporate Director (Regeneration & Housing)	110,000	0	0	<b>110,000</b>	24,310	<b>134,310</b>
Corporate Director (Environment)	110,000	159	0	<b>110,159</b>	24,310	<b>134,469</b>
Corporate Director (Education) (a)	82,359	122	480	<b>82,961</b>	18,201	<b>101,162</b>
Interim Corporate Director (Education) (b)	23,508	0	0	<b>23,508</b>	5,195	<b>28,703</b>
Corporate Director (Social Services)	110,000	0	0	<b>110,000</b>	0	<b>110,000</b>
Head of Legal, Democratic Services and Procurement	72,936	0	0	<b>72,936</b>	16,023	<b>88,959</b>
Head of Culture and Tourism	80,000	159	0	<b>80,159</b>	17,680	<b>97,839</b>
Head of Finance	92,983	159	0	<b>93,142</b>	20,483	<b>113,625</b>
Head of Corporate Building and Property Services	80,489	159	0	<b>80,648</b>	17,680	<b>98,328</b>
Head of Education Effectiveness (c)	60,000	0	0	<b>60,000</b>	13,260	<b>73,260</b>
Head of Education Inclusion	80,000	159	0	<b>80,159</b>	17,680	<b>97,839</b>
Head of Performance and Strategic Projects	79,256	159	0	<b>79,415</b>	17,516	<b>96,931</b>
Head of Child and Family Services	65,060	0	0	<b>65,060</b>	14,365	<b>79,425</b>
Head of Education Planning and Resources	70,000	159	0	<b>70,159</b>	15,470	<b>85,629</b>
<b>Balance c/f</b>	<b>1,256,591</b>	<b>1,235</b>	<b>480</b>	<b>1,258,306</b>	<b>253,113</b>	<b>1,511,419</b>

## NOTES TO THE ACCOUNTS

Table 1 - 2012/13 continued

Post title	Remuneration (including Fees * Expense & Allowances)	* Expense Allowances	Compensation for loss of office	Total remuneration excluding pension contributions	Pension contributions (22.1%)	Total remuneration including pension contributions
	£	£	£	£	£	£
<b>Balance b/f</b>	<b>1,256,591</b>	<b>1,235</b>	<b>480</b>	<b>1,258,306</b>	<b>253,113</b>	<b>1,511,419</b>
Head of Street Scene	75,000	0	0	<b>75,000</b>	16,575	<b>91,575</b>
Head of Public Protection	80,000	159	0	<b>80,159</b>	17,680	<b>97,839</b>
Head of Transportation	70,000	0	0	<b>70,000</b>	15,470	<b>85,470</b>
Head of Housing and Community Regeneration	77,500	159	0	<b>77,659</b>	17,127	<b>94,786</b>
Head of Adult Services	79,375	0	0	<b>79,375</b>	17,542	<b>96,917</b>
Head of Economic Regeneration and Planning	75,000	159	0	<b>75,159</b>	16,575	<b>91,734</b>
Head of Communications, Marketing, Overview and Scrutiny	60,000	159	0	<b>60,159</b>	13,260	<b>73,419</b>
Interim Head of Human Resources & Organisational Development	57,634	0	0	<b>57,634</b>	12,708	<b>70,342</b>
<b>Total</b>	<b>1,831,100</b>	<b>1,871</b>	<b>480</b>	<b>1,833,451</b>	<b>380,050</b>	<b>2,213,501</b>

\* The expense allowance represents an allowance for telephone costs.

No bonus payments or benefit in kind payments were made to the Officers detailed in these notes.

(a) The Corporate Director (Education) retired in January 2013.

(b) The Interim Corporate Director (Education) commenced in January 2013.

(c) The Head of Education Effectiveness is the Interim Corporate Director (Education) since January 2013. The Head of Education Effectiveness post has been vacant since January 2013.

## **NOTES TO THE ACCOUNTS**

(b) The number of employees (excluding Senior Officers) whose remuneration (excluding employer's pension contributions) was £60,000 or more, in bands of £5,000, were:

<b>2012/13</b>	<b>Remuneration Band</b>	<b>2013/14</b>
Number of employees		Number of employees
25	£60,000 - £64,999	34
10	£65,000 - £69,999	9
6	£70,000 - £74,999	6
5	£75,000 - £79,999	5
3	£80,000 - £84,999	3
3	£85,000 - £89,999	3
1	£90,000 - £94,999	1
0	£95,000 - £99,999	0
1	£100,000 - £104,999	2
1	£105,000 - £109,999	1
<b>55</b>	<b>Total</b>	<b>64</b>

The numbers shown relate to Authority employees which include teaching staff. Seniors Officers' remunerations are shown in the tables on the following pages.

## NOTES TO THE ACCOUNTS

(c) The numbers of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

### 2012/13

Exit package cost band (including special payments)	Number of Compulsory Redundancies	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band	£'000
£0 - £20,000	6	50	56		539
£20,001 - £40,000	7	19	26		753
£40,001 - £60,000	2	3	5		223
£60,001 - £80,000	0	5	5		338
£80,001 - £100,000	0	2	2		164
£100,000 - £150,000	0	2	2		274
<b>Total</b>	<b>15</b>	<b>81</b>	<b>96</b>		<b>2,291</b>

### 2013/14

Exit package cost band (including special payments)	Number of Compulsory Redundancies	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band	£'000
£0 - £20,000	7	110	117		959
£20,001 - £40,000	0	40	40		1,218
£40,001 - £60,000	0	15	15		728
£60,001 - £80,000	0	10	10		675
£80,001 - £100,000	0	3	3		259
£100,000 - £150,000	0	4	4		532
<b>Total</b>	<b>7</b>	<b>182</b>	<b>189</b>		<b>4,371</b>

The average payback period against all early retirement / voluntary redundancy packages agreed for 2013/14 is just over 1 year.

## **NOTES TO THE ACCOUNTS**

### **29. External Audit Costs**

The Authority has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections and to non-audit services provided by the Authority's external auditors:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
250 Fees payable to auditors appointed by the Auditor General for Wales with regard to external audit services carried out by the appointed auditor	262
152 Fees payable to auditors appointed by the Auditor General for Wales in respect of statutory inspection	147
141 Fees payable to auditors appointed by the Auditor General for Wales for the certification of grant claims and returns by the appointed auditor	144
7 Fees payable in respect of any other services provided by the appointed auditor	25
550	578

### **30. Grant Income**

The Authority credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2012/13 and 2013/14:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
<b>Credited to Taxation and Non Specific Grant Income</b>	
103,105 Council Tax Income	88,905
64,518 Non Domestic Rates	74,941
235,656 Revenue Support Grant	254,557
6,807 School Building Improvement Grant	10,972
3,510 Regional Transport Programme Grant	1,095
9,100 Housing MRA Grant	9,100
2,151 WEFO Convergence Grant	6,363
2,479 Strategic Regeneration Area Grant	797
558 Lottery	0
0 General Capital Grant	3,801
1,737 CESP Energy Efficiency	838
0 Learning In Digital Wales	1,130
0 Houses into Homes	1,754
3,682 Other Grants and Contributions	2,882
<b>433,303</b>	<b>457,135</b>



## NOTES TO THE ACCOUNTS

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
	<b>Credited to Services</b>	
1,799	School Effectiveness Grant	2,117
1,766	Mental handicapped strategy	0
51,591	Rent allowance subsidy	51,933
34,701	Rent rebate subsidy	35,119
19,137	Council tax benefit	0
727	Cymorth - Social Services	39
3,343	Families First	3,421
956	Learning Pathways	827
13,916	Supporting people	13,955
7,517	Department for Children, Education, Lifelong Learning and Skills	6,072
2,330	Outcome agreement grant	2,335
5,424	COASTAL	5,730
5,083	Sustainable Waste Management	4,867
2,171	Housing Benefit Administration	1,878
5,835	Concessionary fares	6,242
4,712	Training and Enterprise Council Contract	4,484
1,522	Ethnic Minority Achievement Grant	1,539
1,702	Substance Misuse Action Team	0
6,979	Foundation Phase	7,333
3,532	Flying Start	4,541
3,668	General Capital Grant	0
902	Hafod Renewal Area Grant	0
75	Regional Transport Programme Grant	16
763	WEFO Convergence Grant	138
826	Strategic Regeneration Area Grant	20
38	School Building Improvement Grant	761
2,701	Pupil Deprivation Grant	2,755
959	Convergence RES	1,473
1,386	Communities First	2,781
0	South West Wales Integrated Transport (SWWITCH)	16,546
911	Rural Development Plan	1,074
16,073	Other Grants	11,939
<b>203,045</b>		<b>189,935</b>

## **NOTES TO THE ACCOUNTS**

### **31. Related Parties**

The Authority is required to disclose material transactions with related parties - bodies or individuals that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows readers to assess the extent to which the council 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 Authority.

#### **a) Central Government**

The Authority receives significant funding from the Welsh Government. Details of the sums received in respect of Revenue Support Grant and redistributed Non Domestic Rates are shown in the Comprehensive Income and Expenditure Statement, with details of other grant income being shown in note 30 to the Accounts.

#### **b) Charitable and Voluntary Bodies**

The Authority appoints members to represent it on numerous charitable and voluntary bodies which operate primarily within the City and County of Swansea, as well as to a number of national bodies where it is deemed in the Authority's interest to be represented. Any transactions with these bodies are not significant.

#### **c) Other Bodies**

The Authority has appointed members and officers to a number of outside organisations which include the following:-

Arts Council of Wales

Coleg Harlech

Community Health Council J.C.C.

Cymdeithas Caer Las

Gower Commoners Association

Industrial Common Ownership Financial Fund

Mid and West Wales Fire Authority

South West Wales Tourism Partnership Limited

National Waterfront Museum (Swansea) Limited

South Wales Police Authority

Swansea Bay Port Health Authority

University of Wales Swansea – Court of Governors

University of Wales Swansea - Council

Welsh Joint Education Committee

A full listing can be obtained from the Finance department, Civic Centre, Oystermouth Road, Swansea, SA1 3SN and on the Authority's website ([www.swansea.gov.uk/councillors](http://www.swansea.gov.uk/councillors)).

## **NOTES TO THE ACCOUNTS**

In respect of the Mid and West Wales Fire Authority and the Swansea Bay Port Health Authority, amounts are paid by the Authority in respect of levies and precepts to these bodies. The Section 151 Officer of the Council also acts as the Clerk and Treasurer of the Swansea Bay Port Health Authority.

Levies / Contributions paid to the two bodies were:-

Mid and West Wales Fire Authority:-	£11.503m (2012/13: £11.360m)
Swansea Bay Port Health Authority:-	£0.089m (2012/13: £0.089m)

The Authority is responsible for the collection of Council Taxes on behalf of the South Wales Police Authority. The total collected and paid over to the South Wales Police Authority for 2013/14 was £15.865m (2012/13 £14.876m).

### **d) Subsidiary, Associates and Joint Ventures**

The Authority has an interest in seven companies, details of which are shown below:-

#### **Swansea City Waste Disposal Company Limited (SCWD Co Ltd.)**

The Swansea City Waste Disposal Company Limited ("the Company") was a wholly owned subsidiary of the Authority until 31st July 2013. The activities of the Company involved the management of the baling plant, civic amenity sites and the central land disposal site at Tir John.

In January 2013 the Authority made a decision to undertake future waste disposal operations in-house rather than through the Company. This was formally undertaken with effect from 31st July 2013 and as of that date all Assets, Liabilities and Balances of the Company were transferred to the City and County of Swansea.

Purchases from, and charges made to the Company in 2013/14 amounted to £3.581m. Sales of £411k were made to the Company.

## **NOTES TO THE ACCOUNTS**

### **The National Waterfront Museum Swansea**

The National Waterfront Museum Swansea (“the Company”) is limited by guarantee and is a registered charitable trust (charity number 1090512). Within the Group Accounts the Company is treated as a Joint Venture with the Authority. The Company has seven directors, of which three are appointed by the City and County of Swansea, three by the National Museums and Galleries of Wales, with the seventh director being an independent chairman.

The purpose of the Company is to develop the National Industrial and Maritime Museum at Swansea. The Company derives its funds from several sources, including the Welsh Government, the National Museums and Galleries of Wales and the Heritage Lottery Fund.

During the 2002/03 financial year the Authority granted a lease to the Company of a substantial portion of the site on which the new museum has been developed. The lease was granted at a peppercorn rental and constitutes the Authority’s commitment to the scheme.

The museum has been leased to the National Museums and Galleries of Wales at a peppercorn rent by the Company. Due to the nature of the Company and its constitution there will be no direct beneficial interest arising to the Authority from its activities.

A contribution of £2,275 was made in 2013/14 to National Waterfront Museum Swansea towards 50% of the governance costs of the charitable company. There were no outstanding balances with the company at 31/03/2014. The charitable company is deemed to be influenced significantly by the Authority through its representation on the Board of Trustees.

Copies of the accounts of the Company are available from the National Waterfront Museum Swansea Project Office, Queens Buildings, Cambrian Place, Swansea SA1 1TW.

### **The Wales National Pool (Swansea)**

The Wales National Pool (Swansea) (“the Company”) is a company limited by guarantee. The purpose of the company is to operate the Wales National 50 Metre Pool which is located in Swansea.

The City and County of Swansea was responsible for the construction of the pool complex, with the bulk of funding being supplied by the National Lottery Sports Foundation. The pool has been constructed on land owned by the University of Wales, Swansea. The pool complex is leased to the company at a peppercorn rent. Due to the nature of the facility, which is unlikely to show profitability, the development is not thought to have a high commercial value.

## NOTES TO THE ACCOUNTS

The pool complex was opened in April 2003. Details of the Authority's transactions with the Company during the year are as follows:-

2012/13 £'000		2013/14 £'000
309	Funding provided by the Authority towards operating costs of the pool	299
101	Sum paid for the free use of the pool by schools and other bodies	105
-741	Recharges of wages, salaries and other costs to the Company	-765

The Company has seven directors, of which three are appointed by the City and County of Swansea, three by Swansea University, with the seventh director being an independent chairman. The Company is treated as being a joint venture with the Authority in the group accounts.

By agreement with the University of Wales Swansea, the Authority funds 50 per cent of the operational deficit that the Company makes during its financial year which operates from 1st August to 31st July. There are no other guarantees in place that could increase the Authority's liability in respect of the operations of the Company.

There were no outstanding debtors and creditors at 31st March 2014.

Copies of the accounts of the Company are available from the University of Wales Swansea, Finance Department, Singleton Park, Swansea, SA2 8PP.

### **Swansea Stadium Management Company Limited (SSMC Limited)**

In March 2005, the City and County of Swansea purchased shares to the value of £50,000 in Swansea Stadium Management Company Limited, a company formed to operationally run the Liberty Stadium in Swansea. The stadium is a circa - 20,000 seater stadium, and is the home to Swansea City Association Football Club (The) Limited and Ospreys Rugby Limited. The stadium also has a number of banqueting and hospitality suites which can also be used for activities outside of sporting events.

The Council incurred £104k of expenditure with the Swansea Stadium Management Company Limited in 2013/14 (2012/13: £140k). These sums were re-imbursed by SSMC Ltd.

The outstanding debtors and creditors at 31st March 2014 were £79k and £0 (2013 £31k and £0).

## **NOTES TO THE ACCOUNTS**

The stadium was constructed by the City and County of Swansea, and is leased to SSMC Limited on a 50 year lease. The shareholding represents a one-third holding in the company with the other shares held by the above organisations equally. The constitution of the company is such that although all shareholders have an equal vote in operational issues, for matters deemed of a significant nature the City and County of Swansea has a veto. The terms of a supplementary agreement entered into with the joint shareholders of the Company exempts the Authority from contributing to any past or future losses of the Company.

On the basis that the Company has been loss making during 2013/14 and the profit is immaterial in 2012/13 the company's results have not been consolidated into the Group Accounts.

Accounts for the company can be obtained from the company secretary, SSMC Limited, Liberty Stadium, Swansea, SA1 2FA.

### **Swansea Bay Futures Limited**

This company is currently dormant. The company's principal activity was promoting Swansea and the surrounding region as a place, to live, study, work, invest in and visit.

The City and County of Swansea typically has a representation of 4 Directors of the board holding office during the year. Funding for the Company has ceased from 1st April 2011 onwards.

There were no transactions with the company during the year and no outstanding debtors and creditors at 31st March 2013 and 31st March 2014.

## **NOTES TO THE ACCOUNTS**

### **Bay Leisure Limited**

The Company was incorporated on 6th August 2007. The principal activity of the Company is to manage and operate the main Leisure Centre within the Authority's area – the 'LC'.

The company is a trust limited by guarantee, and, as such, the Authority has no direct shareholding or financial interest in the Company. The Company is treated as an associate within the group structure of the Authority. There has been no consolidation for Bay Leisure Limited due to the immateriality of the Company's results.

In terms of overall control, the Company has a Board consisting of eleven directors of which the Authority is able to nominate two.

The LC was constructed by the City and County of Swansea and remains classified as an operational asset within the Authority's accounts.

The LC is leased to Bay Leisure Limited for a period of ten years with the Company being responsible for all operational matters including day to day maintenance and repairs. As owner of the building the Authority is responsible for major repair/replacement/refurbishment items and, as such, is making an annual contribution to an earmarked reserve for future expenditure in this area.

In terms of future funding, the Authority is under an obligation to consider an annual funding request from the Company to provide sufficient funding by way of a management agreement to fund any operating deficit evidenced by the Company's business plan. Due consideration will be given to such requests taking into account any balances or reserves that the Company may hold.

Funding set aside in the Authority's revenue budget for 2013/14 amounts to £0.667m (2012/13 £0.767m) which reflects the management fee payable to the company.

Copies of the accounts of the Company are available from the LC, Oystermouth Road, Swansea, SA1 3ST.

### **e) Other Organisations**

Members of the Authority have direct control over the Authority's financial and operating policies.

During 2012/13 and 2013/14 there were no payments made to any organisations which constitute a Related Party in relation to any Members of the Council.

## **NOTES TO THE ACCOUNTS**

### **f) Duties imposed on Council Directors**

It is important to note that where Councillors are appointed to act as Directors of Companies or as Board Members of Statutory Agencies then they must, when carrying out such appointments, seek to act in the best interests of the Company / Statutory Body when acting in that official capacity.

### **g) Pension Fund**

The City and County of Swansea acts as administering Authority for the City and County of Swansea Pension Fund (formerly the West Glamorgan Pension Fund). The accounts of the Pension Fund are included as part of these accounts.

Transactions between the Authority and the Pension Fund mainly comprise the payment to the Pension Fund of employee and employer payroll superannuation deductions, together with payments in respect of enhanced pensions granted by Former Authorities.

The Pension Fund currently has 32 scheduled and admitted bodies. Management of the Pension Scheme Investment Fund is undertaken by a panel. The panel is advised by two independent advisors.

### **32. Capital Expenditure and Capital Financing**

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



## NOTES TO THE ACCOUNTS

2012/13	2013/14
£'000	£'000
<b>372,180</b> Opening Capital Financing Requirement	<b>378,679</b>
Capital investment	

67,813 Property, Plant and Equipment	74,735
1,051 Heritage Assets	22
952 Investment Properties	695
215 Intangible Assets	103
9,233 Revenue Expenditure Funded from Capital under Statute	10,299

### Sources of finance

-4,962 Capital receipts	-3,917
0 Capital receipts - set aside	-1,237
-32,033 Government grants and other contributions	-41,363
0 Swansea City Waste Disposal Company transfer	-623
0 Donation	-20
-1,818 Other additions / omissions relating to prior years	-778
Sums set aside from revenue:	
-19,217 Direct revenue contributions	-20,552
-14,735 MRP/loans fund principal	-15,341
<b><u>378,679</u></b> Closing Capital Financing Requirement	<b><u>380,702</u></b>

### Explanation of movements in year

771 Prior and current year adjustment	0
4,289 Increase in underlying need to borrowing (supported by government financial assistance)	716
1,439 Assets acquired under finance leases	1,307
<b><u>6,499</u></b> Increase/(decrease) in Capital Financing Requirement	<b><u>2,023</u></b>

## NOTES TO THE ACCOUNTS

### 33. Leases

#### Authority as Lessee

#### Finance Leases

The assets acquired under finance leases are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

	31 March 2014	31 March 2013
	£'000	£'000
Vehicles, Plant, Furniture and Equipment	3,457	3,062

The Authority is committed to making minimum payments under these leases comprising settlement of the long-term liability for the interest in the property acquired by the Authority and finance costs that will be payable by the Authority in future years while the liability remains outstanding. The minimum lease payments are made up of the following amounts:

	31 March 2014	31 March 2013
	£'000	£'000
Finance lease liabilities (net present value of minimum lease payments) :		
- current	989	779
- non-current	1,611	1,558
Finance costs payable in future years	151	135
Minimum lease payments	<u>2,751</u>	<u>2,472</u>

The minimum lease payments will be payable over the following periods:

	<b>Minimum Lease Payments</b>		<b>Finance Lease Liabilities</b>	
	31 March 2014 £'000	31 March 2013 £'000	31 March 2014 £'000	31 March 2013 £'000
Not later than one year	1,000	789	989	779
Later than one year and not later than five years	1,469	1,313	1,378	1,252
Later than five years	282	370	233	306
	<u>2,751</u>	<u>2,472</u>	<u>2,600</u>	<u>2,337</u>

## NOTES TO THE ACCOUNTS

### Operating Leases

The Authority has acquired IT equipment and telecommunications by entering into operating leases.

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

	<b>31 March 2014 £'000</b>	<b>31 March 2013 £'000</b>
Not later than one year	56	80
Later than one year and not later than five years	24	64
Later than five years	4	8
	<u>84</u>	<u>152</u>

The operating lease charge for the year was £83,839.17 (2012/13 £152,212.69).

### 34. Impairment Losses

During 2013/14 the Authority has recognised impairment charges of £36.57m (2012/13 £35.788m) within the Comprehensive Income and Expenditure Statement. Of this, £35.19m was attributable to non enhancing expenditure and the balance of £1.38m was due to the revaluation of Tir John tip.

The non enhancing capital expenditure was split between many schemes, some of which applied to individual assets and some to asset groups. In 2013/14 the majority of the charge was for improvements to the Authority's Council Dwellings. This resulted in a charge of £24.981m (2012/13 £25.303m) to the Housing Revenue Account.

### 35. Termination Benefits

During 2013/14 the Authority incurred significant expenditure in terms of redundancy costs paid to leavers together with costs incurred in compensation payments to the Local Government Pension Fund in respect of early access pension costs.

In particular on 17th November 2011, in order to meet significant budget savings required for the financial year 2011/12 and onwards, the Cabinet authorised officers to seek expressions of interest for voluntary redundancy and/or early retirement from within selected employee groups of the Authority in accordance with the Authority's agreed ER/VR policy. The offer remains extant on a rolling basis.

## **NOTES TO THE ACCOUNTS**

Costs were incurred relating to redundancy payments and early access to pension costs totalling £4.371m (2012/13 £2.291m) for the year.

These costs include provision for costs for a limited number of employees whose service will be terminated in 2014/15 but who had been offered - and accepted - severance terms as at 31st March 2014.

All costs relating to termination benefits have been included as part of service definitions within the Comprehensive Income and Expenditure Statement.

The above costs include both teaching and non teaching staff.

### **36. Pension Schemes Accounted For As Defined Contribution Schemes**

Teachers employed by the Authority are members of the Teachers' Pensions Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the Authority contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is a multi-employer defined benefit scheme. The scheme is unfunded and the Department for Education uses a notional fund as a basis for calculating the employers' contribution rate paid by local authorities. Valuations of the notional fund are undertaken every four years.

The scheme has in excess of 3,700 participating employers and consequently the Authority is not able to identify its share of the underlying financial position and performance of the scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme. As a proportion of the total contributions into the Teachers' Pension Scheme during the year ending 31st March 2014, the Authority's own contributions equate to approximately 0.2%.

In 2013/14 the Authority paid £10.45m to Teachers' Pensions in respect of teachers' retirement benefits, representing 14.1% of pensionable pay. The figures for 2012/13 were £10.34m and 14.1%. There were no contributions remaining payable at the year end. The contributions due to be paid in the next financial year are estimated to be £10.45m.

The Authority is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and detailed in Note 37.

The Authority is not liable to the scheme for any other entities obligations under the plan.

## **NOTES TO THE ACCOUNTS**

### **37. Defined Benefit Pension Schemes**

The IASB issued an amended IAS19 accounting standard on 16th June 2011 (IAS 19R). The standard is effective for accounting periods beginning on or after 1st January 2013 and will have a material impact on financial reporting results for many employers.

The revised standard implements a change to the expected return on the asset component of pension cost. The change effectively means that the expected return on assets is calculated at the discount rate advised by the Actuary, instead of, as currently, at an expected rate of return based on actual plan assets held. For most employers this is likely to lead to higher charges to the Surplus or Deficit on the Provision of Services going forward.

There will also be additional disclosure requirements including the sensitivity figures mentioned above.

The 2013/14 CIPFA Code of Practice on Local Authority Accounting requires extensive revisions to the classification, recognition, measurement and disclosures in respect of post-employment benefits following the June 2011 amendments to IAS19.

This disclosure note has been amended to reflect the revision to IAS19 and the enhanced disclosures as per the 2013/14 CIPFA Code of Practice on Local Authority Accounting. The 2012/13 comparative figures in this disclosure note have been restated to reflect the changes mentioned above.

### **Participation in Pension Schemes**

As part of the terms and conditions of employment of its officers, the Authority makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until employees retire, the Authority has a commitment to make the payments (for those benefits) and to disclose them at the time that employees earn their future entitlement.

The Authority participates in two post-employment schemes:

- The Local Government Pension Scheme (LGPS), administered locally by the City and County of Swansea - this is a funded defined benefit final salary scheme, meaning that the Authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.

## **NOTES TO THE ACCOUNTS**

- Arrangements for the award of discretionary post-retirement benefits upon early retirement - this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pension liabilities, and cash has to be generated to meet actual pension payments as they eventually fall due.

The City and County of Swansea pension scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of the City and County of Swansea. Policy is determined in accordance with the Pensions Fund Regulations. The investment managers of the fund are appointed by the committee and the committee consist of the Head of Finance and Delivery, Council members and independent investment advisers.

The principal risks to the Authority of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals 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 to the General Fund and Housing Revenue Account the amounts required by statute as described in the accounting policies note.

### **Discretionary Post-retirement Benefits**

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

### **Transactions Relating to Post-employment Benefits**

We recognise 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 we are required to make against council tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the General Fund and Housing Revenue Account via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

## NOTES TO THE ACCOUNTS

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2013/14	2012/13	2013/14	2012/13
	£m	£m	£m	£m
<b>Comprehensive Income and Expenditure Statement</b>				
Cost of Services:				
Service cost comprising:				
- current service cost	37.16	30.91	0.00	0.00
- past service costs	2.28	0.00	1.11	0.90
Financing and Investment Income and Expenditure				
- Net interest expense	22.77	22.06	3.71	3.92
<b>Total Post Employment Benefits Charged to the Surplus or Deficit on the Provision of Services</b>	<b>62.21</b>	<b>52.97</b>	<b>4.82</b>	<b>4.82</b>
<b>Other Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement</b>				
Remeasurement of the net defined benefit liability comprising:				
- Return on plan assets	15.13	-60.99	0.00	0.00
- Actuarial gains and losses arising on changes in demographic assumptions	-9.55	0.00	3.64	0.00
- Actuarial gains and losses arising on changes in financial assumptions	-103.76	93.47	-5.38	6.32
- Other	-79.54	-1.61	4.61	-0.17
<b>Total Post Employment Benefits Charged to the Comprehensive Income and Expenditure Statement</b>	<b>-115.51</b>	<b>83.84</b>	<b>7.69</b>	<b>10.97</b>
<b>Movement in Reserves Statement</b>				
- reversal of net charges made to the Surplus or Deficit on the Provision of Services for post employment benefits in accordance with the Code	-62.21	-52.97	-4.82	-4.82
<b>Actual amount charged against the General Fund Balance for pensions in the year:</b>				
- employers' contributions payable to the scheme	32.69	29.03		
- retirement benefits payable to pensioners			5.88	5.66

## NOTES TO THE ACCOUNTS

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

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

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2013/14	2012/13	2013/14	2012/13
	£m	£m	£m	£m
Present value of the defined benefit obligation	1,164.89	1,279.18	94.76	92.92
Fair value of plan assets	778.96	746.50	0.00	0.00
<b>Net liability arising from defined benefit obligation</b>	<b>-385.93</b>	<b>-532.68</b>	<b>-94.76</b>	<b>-92.92</b>

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

	Local Government Pension Scheme		Discretionary Benefits Arrangements	
	2013/14	2012/13	2013/14	2012/13
	£m	£m	£m	£m
Opening fair value of scheme assets	746.50	641.69	0.00	0.00
Interest income	33.19	31.10	0.00	0.00
Remeasurement gain/(loss):				
- The return on plan assets, excluding the amount included in the net interest expense	-15.13	60.99	0.00	0.00
The effect of changes in foreign exchange rates				
Contributions from employer	32.69	29.03	5.88	5.66
Contributions from employees into the scheme	8.65	8.26	0.00	0.00
Benefits paid	-29.28	-24.57	-5.88	-5.66
Net increase in assets from disposals/acquisitions	2.34	0.00	0.00	0.00
<b>Closing fair value of scheme assets</b>	<b>778.96</b>	<b>746.50</b>	<b>0.00</b>	<b>0.00</b>



## NOTES TO THE ACCOUNTS

### Reconciliation of Present Value of the Scheme Liabilities (Defined Benefit Obligation)

	<b>Funded Liabilities: Local Government Pension Scheme</b>		<b>Unfunded Liabilities: Discretionary Benefits Arrangements</b>	
	<b>2013/14</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2012/13</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Opening Balance at 1st April	1,279.18	1,119.56	92.92	87.61
Current service cost	37.16	30.91	0.00	0.00
Interest cost	55.96	53.16	3.71	3.92
Contributions from scheme participants	8.65	8.26	0.00	0.00
Remeasurement (gains) and losses:				
- Actuarial gains/losses arising from changes in demographic assumptions	-9.55	0.00	3.64	0.00
- Actuarial gains/losses arising from changes in financial assumptions	-103.76	93.47	-5.38	6.32
- Other	-79.54	-1.61	4.61	-0.17
Past service cost	2.28	0.00	1.11	0.90
Benefits paid	-29.28	-24.57	-5.88	-5.66
Net increase in liabilities from disposals/acquisitions	3.79	0.00	0.04	0.00
<b>Closing balance at 31st March</b>	<b>1,164.89</b>	<b>1,279.18</b>	<b>94.77</b>	<b>92.92</b>

## NOTES TO THE ACCOUNTS

### Local Government Pension Scheme assets comprised:

	Fair value of scheme assets	
	2013/14	2012/13
	£'000	£'000
Cash and cash equivalents	29,232	21,497
Equity instruments:		
By industry type		
- Consumer	129,288	131,629
- Manufacturing	128,835	109,624
- Energy and utilities	85,560	74,407
- Financial institutions	138,123	121,426
- Health and care	78,042	67,736
- Information technology	45,322	38,879
- Telecommunications services	22,080	27,119
	<u>627,250</u>	<u>570,820</u>
Pooled Equity Investment Vehicles		
- UK	139,125	133,016
- Overseas	207,937	196,330
	<u>347,062</u>	<u>329,346</u>
Property	68,723	61,152
	<u>68,723</u>	<u>61,152</u>
Fixed Interest:		
- Fixed Interest	181,471	171,770
- Index-Linked	20,720	20,590
Sub-total private equity	<u>202,191</u>	<u>192,360</u>
Hedge Funds	49,060	44,891
Private Equity	25,284	24,834
Global Tactical Asset Allocation	15,529	17,109
Cash Funds	13,866	14,493
Other Investment Balances - Dividends Due	2,063	1,744
Net Current Assets	4,382	-647
Total assets	<u><u>1,384,642</u></u>	<u><u>1,277,599</u></u>

## NOTES TO THE ACCOUNTS

	Fair value of scheme assets	
	2013/14	2012/13
	£'000	£'000
Equity instruments:		
By company size		
- Large capitalisation	384,133	344,683
- Small capitalisation	243,117	226,137
Sub-total equity instruments	627,250	570,820

### Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Both the Local Government Pension Scheme and discretionary benefits liabilities have been assessed by AON Hewitt Limited, an independent firm of actuaries, estimates for the Fund being based on the latest full valuation of the scheme as at 31st March 2013.

The significant assumptions used by the Actuary have been:

	Local Government Pension Scheme		Discretionary Benefits	
	2013/14	2012/13	2013/14	2012/13
	Mortality assumptions:			
Longevity at 65 for current pensioners: (years)				
- Men	22.5	21.7	22.5	21.7
- Women	25.0	23.9	25.0	23.9
Longevity at 65 for future pensioners:(years)				
- Men	24.7	23.5		
- Women	27.3	25.8		
Rate of inflation %	2.4	2.8	2.2	2.6
Rate of increase in salaries %	3.9	4.7		
Rate of increase in pensions %	2.4	2.8	2.2	2.6
Rate for discounting scheme liabilities %	4.3	4.4	4.2	4.1

## NOTES TO THE ACCOUNTS

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table on the previous page. 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 life expectancy increases 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 analysis 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.

	<b>Impact on the Defined Benefit Obligation in the Scheme</b>	
	<b>Increase in Assumption £</b>	<b>Decrease in Assumption £</b>
Longevity (increase or decrease in 1 year)	1,191.16	-1,138.55
Rate of increase in salaries (increase or decrease by 0.1%)	1,171.39	-1,158.46
Rate of increase in pensions (increase or decrease by 0.1%)	1,179.60	-1,150.50
Rate for discounting scheme liabilities (increase or decrease by 1%)	1,143.82	-1,186.35

### **Asset and Liability Matching (ALM) Strategy**

The pensions committee of the City and County of Swansea has agreed to an asset and liability matching strategy (ALM) that matches, to the extent possible, the types of assets invested to the liabilities in the defined benefit obligation. The fund has matched assets to the pensions' obligations by investing in long-term fixed interest securities and index linked gilt edged investment with maturities that match the benefits payments as they fall due. This is balanced with a need to maintain the liquidity of the fund to ensure that it is able to make current payments.

As is required by the pensions and investment regulations the suitability of various types of investment has been considered, as has the need to diversify investments to reduce the risk of being invested in too narrow a range. A large proportion of the assets relate to equities (72.4% of scheme assets) and bonds (14.7%). These percentages are materially the same as the comparative year. The scheme also invests in properties as a part of the diversification of the scheme's investments. There is a limited use of derivatives to manage the bond risk for the shorter-term instruments. The ALM strategy is monitored annually or more frequently if necessary.

## NOTES TO THE ACCOUNTS

### Impact on the Authority's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Authority has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over the next 25 years. Funding levels are monitored on an annual basis. The next triennial valuation is due to be completed as at 31st March 2016.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31st March 2014. The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The Authority expects to pay £32.15m contributions to the scheme in 2014/15.

The weighted average duration of the defined benefit obligation for scheme members is 19.1 years (2012/13 18.3 years).

### 38. Contingent Liabilities

The Authority has identified a number of contingent future liabilities arising from current and past activities.

<b>Nature of Liability</b>	<b>Potential Financial Effect</b>	<b>Comment</b>	<b>Timing</b>
Personal Social Services	£'000 Unknown	Relates to potential abuse claims relating to children cared for in previous authorities. Recent legislation has extended the period in which claims can be made beyond the initial period of six years during which a persons life could be said to be affected by abuse and, as such, the potential for such claims is greater than in the past. The Authority is not currently aware of any major claims.	Unknown

## NOTES TO THE ACCOUNTS

Nature of Liability	Potential Financial Effect £'000	Comment	Timing
Infrastructure and retaining walls	Unknown	There are potential claims regarding infrastructure and retaining walls which may be taken against the Authority - such claims will be rigorously defended through the Authority's insurers and any successful claims will be met from future capital or revenue funding.	Unknown
Financial Guarantees	Unknown	<p>The Authority has in place funding agreements in respect of operating losses/management fees with regard to the following operational companies:-</p> <ul style="list-style-type: none"> <li>- Bay Leisure Limited ( Leisure centre),</li> <li>- Wales National Pool Swansea.</li> </ul> <p>To date any contributions made to these companies have fallen within the annual revenue budget provision.</p> <p>With respect to Bay Leisure Limited (Swansea Leisure Centre) there is an obligation to consider annual funding requests but no contractual liability to fund deficits.</p> <p>In both instances the Authority makes what it considers to be a reasonable annual budget provision to meet its obligations based on business plans from both organisations and past funding experience, and, as such, any further liability would be limited to sums in excess of the normal budget provision.</p>	Unknown
Equal pay and Equal Value claims	Unknown	During 2008/2009 and 2009/10, in common with 2014/15 many other local authorities, the Authority made payments to certain staff in full settlement of potential equal pay claims. The Authority has settled substantial liabilities in 2013/14 but the bulk of costs are still yet to be incurred. In respect of known future liabilities the Authority has made what it considers to be adequate revenue provision within the Accounts to cater for the estimated value of such liabilities.	

## NOTES TO THE ACCOUNTS

Nature of Liability	Potential Financial Effect £'000	Comment	Timing
		There is a potential for further (as yet unknown) claims in respect of equal pay claims and in respect of equal value claims which are not provided for in these accounts.	
Job Evaluation	Unknown	The Authority has now implemented a pay and grading review designed primarily to comply with equal pay legislation. There is an appeals mechanism and the final costs of implementation will not be known until the appeals processes have been exhausted. The Authority believes it has made reasonable provision through the creation of earmarked reserves and the holding of a contingency fund to meet any costs arising from this exercise and will review its revenue budgets in 2014/15 to reconfirm their adequacy.	2014/15
Retention on Grant and Contract Claims	Unknown	The Council undertakes a range of activities under which payment is made specifically on evidenced performance over an extended period. Full receipt is not guaranteed until the end of the grant or contract period.	2014/15

### 39. Contingent Assets

The Authority has identified a number of contingent assets based on past and ongoing challenge of VAT liability.

<u>Nature of Contingent asset</u>	<u>Potential financial effect</u> £'000	<u>Comment</u>	<u>Timing</u>
HMRC Trade Waste	500	The Authority has been successful in reclaiming output tax declared on Trade Waste claims over a number of years. A further £905,000 from that claim has been received in 2013/14. An additional claim related to interest due on agreed claims for the period 1999 to 2005. HMRC is considering both the accuracy of the claim and its size. The claim is likely to be met.	2014/15

## **NOTES TO THE ACCOUNTS**

<u>Nature of Contingent asset</u>	<u>Potential financial effect £'000</u>	<u>Comment</u>	<u>Timing</u>
HMRC car parking	8,000	This relates to an ongoing claim against HMRC in respect of output tax declared on off street car park income. The outcome is dependant on a current lead case (Isle of Wight).	2014/15
HMRC Compound Interest	Not known but in excess of £1,000	The Authority has submitted a claim relating to previously settled 'Fleming' claims which were subject to simple interest. It is the Authority's contention that interest should have been accrued on a compound basis.	2014/15

### **40. Council Tax**

Council Tax income derives from charges raised according to the value of residential properties, which have been grouped into nine valuation bands using 1st April 2003 values for this specific purpose. Charges are calculated by taking the amount of Income required for the Council, police authorities and community councils for the forthcoming year and dividing the amount by the Council Tax base.

The Council Tax base is the number of properties in each band adjusted by a multiplier to convert the number to band 'D' equivalent and adjusted for discounts. The base was 87,519 in 2013/2014 (87,806 in 2012/2013).

The basic amount for a band 'D' property is £1,209.84 (£1,160.33 for 2012/13) is multiplied by the proportion specified for the particular band to give the individual amounts due.

Council Tax bills are based on multipliers for bands A to I. The following table shows the multiplier applicable to each band together with the equivalent number of Band 'D' properties within each band. In addition there is one lower band (A\*) designed to offer the appropriate discount in respect of disabled dwellings where legislation allows a reduction in banding to that one below the band in which the property is actually valued.



## NOTES TO THE ACCOUNTS

The band 'D' numbers shown have been adjusted for an assumed collection rate of 97.0% (97.5% in 2012/13) to arrive at the Council Tax base for the year.

Band	A*	A	B	C	D	E	F	G	H	I
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	21/9
Band 'D' Number	11	8,840	18,039	17,881	13,660	13,124	10,083	5,623	2,010	955

Analysis of the net proceeds from Council Tax:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
104,078 Council tax collectable	108,945
-973 Less:- Provision for non payment of Council tax	-881
0 Less:- Council Tax Support Scheme	-19,159
<b><u>103,105</u></b> Net proceeds from Council Tax	<b><u>88,905</u></b>

Application of Council Tax proceeds:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
101,884 City & County of Swansea precept	105,884
<b><u>854</u></b> Community Council precept	<b><u>847</u></b>
102,738 Council Tax requirement	106,731
0 Less:- Council Tax Support Scheme	-19,159
367 Transfer to reserves	1,333
<b><u>103,105</u></b> Net application of proceeds	<b><u>88,905</u></b>

## **NOTES TO THE ACCOUNTS**

### **41. National Non-Domestic Rates (NNDR)**

NNDR is organised on a national basis. The Welsh Government specifies an amount of the rate per pound of rateable value which for 2013/14 was 0.464p (0.452p in 2012/13) and, subject to the effects of transitional arrangements, local businesses pay rates calculated by multiplying their rateable value by that amount. The Council is responsible for collecting rates due from ratepayers in its area but pays the proceeds into the NNDR Pool administered by the Welsh Government. The Welsh Government redistributes the sums payable back to local authorities on the basis of a fixed amount per head of population.

The NNDR income (after reliefs and provisions) of £67.788m for 2013/14 (£70.472m for 2012/13) was based on a rateable value at year end of £200.982m (£195.399m 2012/13).

The £67.788m represents the NNDR income collected by the Council and paid into the NNDR Pool that is administered by the Welsh Government. The £74.941m disclosed on the face of the Comprehensive Income and Expenditure Statement is the receipt the Council received back from the Welsh Government.

Analysis of the proceeds from non domestic rates:

<b>2012/13</b>	<b>2013/14</b>
<b>£'000</b>	<b>£'000</b>
72,087 Non – domestic rates due	69,459
-348 Council fund contribution to rate relief	-337
<u>71,739</u>	<u>69,122</u>
-462 Less: cost of collection	-463
-766 Provision for bad debts	-853
-39 Interest due on overpayments	-18
<u><u>70,472</u></u> NNDR due to pool	<u><u>67,788</u></u>
 <u><u>64,518</u></u> Net receipt from pool	 <u><u>74,941</u></u>

## NOTES TO THE ACCOUNTS

### 42. Jointly Controlled Operations

A joint arrangement is defined as "a contractual arrangement under which the participants engaged in joint activities that do not create an entity because it would not be carrying on a trade or business of its own. A contractual arrangement where all significant matters of operating and financial policy are predetermined does not create an entity because the policies are those of its participants, not of a separate entity".

The CIPFA Code states that where such joint arrangements exist, each participant should account directly for its share of the assets, liabilities, income, expenditure and cash flows held within or arising from the arrangements.

The Authority works in partnership with many other Local Authorities in the joint provision of services. Traditionally one Authority acts as lead in these arrangements and will incur all expenditure for the service with the other Authorities making a contribution for a calculated or negotiated share of the costs. Where contributions in cash during the year are less than or exceed the final amount due a debtor / creditor is kept in the lead Authority's books to add / deduct from the next year's contribution.

### 43. Heritage Assets: Five Year Summary of Transactions

	2009/10	2010/11	2011/12	2012/13	2013/14
	£'000	£'000	£'000	£'000	£'000
<b>Cost of acquisition of heritage assets</b>					
Heritage Land, Buildings & Infrastructure	0	0	2,014	228	22
Art & Museums	0	0	0	323	0
Furniture, Fixtures & Fittings	0	0	0	0	0
Other	10	0	0	500	0
<b>Total Cost of purchases</b>	<b>10</b>	<b>0</b>	<b>2,014</b>	<b>1,051</b>	<b>22</b>
<b>Revaluation of assets in the period</b>					
Heritage Land, Buildings & Infrastructure	0	0	0	0	0
Art & Museums	0	0	0	-180	9
Furniture, Fixtures & Fittings	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Donations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-180</b>	<b>9</b>

There have been no heritage assets acquired by donation in the last five years. No assets have been transferred from other categories in the last five years.

## **NOTES TO THE ACCOUNTS**

### **44. Heritage Assets: Further Information**

Heritage Assets considered but not recognised in the Balance Sheet as value/cost information is unavailable.

#### **Heritage Land, Buildings and Infrastructure**

- Hafod Copperworks including :-
    - Boundary Wall of former Hafod Copper Works
    - Chimney West of Vivian Engine House
    - Copper slag abutment to former waste tip tramroad
    - Pier to former waste tip tramroad and adjoining Morfa Quay
    - Hafod Lime Kiln
    - Vivian Engine House
    - Laboratory Building
    - White Rock archaeological remains
  - Gun Embankment x 2 (Mumbles Lighthouse)
  - The Ivy Tower, Clyne Woods
  - Viewing Tower, Clyne Gardens
  - Footbridge over Clyne River (known as Roman Bridge Mumbles Rd, Blackpill - CADW ref 11760 & 22572)
  - Italian Bridge Clyne Gardens
  - Slip bridge and abutments
  - Japanese Bridge
  - Morfa Bridge (off Normandy Road, Landore - CADW ref 81960,11699)
  - Morydd Street Bridge and Boundary Wall
  - Mumbles Battery
  - Former Mumbles Railway Electricity Sub-Station
  - Former Glynn Vivian Locomotive Shed
  - Gazebo Clyne Gardens
  - Magazine on north west side of Mumbles Lighthouse
  - The Belvedere, Saunders Way, Sketty
  - Fountain in Botanical Gardens
  - Prince's Fountain
  - Veranda House
  - Scotts Pit, Llansamlet
- #### **Art & Museums**
- Dylan Thomas Exhibition
  - Mansion House Contents
  - Historic photographs (Swansea Museum)
  - Egyptology (Swansea Museum)
  - Other collections (Swansea Museum)
  - Swansea Museum, Collections Centre Landore or the Tramway Centre
  - Plinth and Statue of J H Vivian
  - Statue of William Thomas

## **NOTES TO THE ACCOUNTS**

### **Memorials**

- Mumbles Gardens Memorials
- Treboeth Community Centre memorial
- Gower Memorial opposite Kingshead PH
- Memorial Fountain to Henry Evans Charles
- South African war memorial, Mumbles Road
- Swansea Jack memorial
- War Memorial in Danygraig Park, St Thomas
- War Memorial in Morryston Park
- War Memorial, Parc Briallu
- War Memorial Carmarthen Road

### **Transport**

- 8 Boats
- 1 Dinghy Boat
- 1 Lifeboat

### **Other**

- Iron Bollard on East side of River Tawe
- Iron Bollard on West bank of River Tawe (CADW Ref 11599 & 11600)
- The Guildhall Flag Staff

### **45. Prior Year Restatements**

The 2012/13 Comprehensive Income and Expenditure Statement, Movement In Reserves Statement and the Cashflow Statement for the Authority have been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The 2013/14 CIPFA Code of Practice on Local Authority Accounting requires extensive revisions to the classification, recognition, measurement and disclosure in respect of post-employment benefits following the IAS19 amendments.

The 2012/13 published main statements have been restated as follows:

### **Comprehensive Income and Expenditure Statement**

	<b>Gross Expenditure</b>	<b>Gross Income</b>	<b>Net Expenditure</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Published Cost of Services</b>	<b>741,988</b>	<b>-342,910</b>	<b>399,078</b>
Restatement due to IAS19 amendments	1,300	0	1,300
<b>Restated Cost of Services</b>	<b>743,288</b>	<b>-342,910</b>	<b>400,378</b>

## NOTES TO THE ACCOUNTS

	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
<b>Published Cost of Services</b>	741,988	-342,910	399,078
Restatement due to IAS19 amendments	1,300	0	1,300
<b>Restated Cost of Services</b>	<b>743,288</b>	<b>-342,910</b>	<b>400,378</b>
<b>Published Financing and Investment Income and Expenditure</b>	<b>76,648</b>	<b>-51,276</b>	<b>25,372</b>
Restatement due to IAS19 amendments	-900	13,380	12,480
<b>Restated Financing and Investment Income and Expenditure</b>	<b>75,748</b>	<b>-37,896</b>	<b>37,852</b>
<b>Published Deficit on the Provision of Services</b>			<b>17,579</b>
Restatement due to IAS19 amendments			13,780
<b>Restated Deficit on the Provision of Services</b>			<b>31,359</b>
<b>Published Actuarial losses on pension assets/liabilities</b>			<b>50,800</b>
Restatement due to IAS19 amendments			-13,780
<b>Restated Actuarial losses on pension assets/liabilities</b>			<b>37,020</b>
<b>Movement In Reserves Statement</b>			<b>£'000</b>
<b>General Fund Balance</b>			
<b>Published Deficit on the provision of services</b>			<b>-13,516</b>
Restatement due to IAS19 amendments			-13,093
<b>Restated Deficit on the provision of services</b>			<b>-26,609</b>
<b>Published Adjustments between accounting &amp; funding basis under regulations</b>			<b>17,906</b>
Restatement due to IAS19 amendments			13,093
<b>Restated Adjustments between accounting &amp; funding basis under regulations</b>			<b>30,999</b>

## **NOTES TO THE ACCOUNTS**

### **Housing Revenue Account**

<b>Published Deficit on the provision of services</b>	<b>-4,063</b>
Restatement due to IAS19 amendments	-687
<b>Restated Deficit on the provision of services</b>	<b>-4,750</b>

<b>Published Adjustments between accounting &amp; funding basis under regulations</b>	<b>1,935</b>
Restatement due to IAS19 amendments	687
<b>Restated Adjustments between accounting &amp; funding basis under regulations</b>	<b>2,622</b>

### **Unusable Reserves**

<b>Published Other Comprehensive Income and Expenditure</b>	<b>8,172</b>
Restatement due to IAS19 amendments	13,780
<b>Restated Other Comprehensive Income and Expenditure</b>	<b>21,952</b>

<b>Published Adjustments between accounting &amp; funding basis under regulations</b>	<b>-22,827</b>
Restatement due to IAS19 amendments	-13,780
<b>Restated Adjustments between accounting &amp; funding basis under regulations</b>	<b>-36,607</b>

### **Cashflow Statement**

**£'000**

<b>Published Net deficit on the provision of services</b>	<b>-17,579</b>
Restatement due to IAS19 amendments	-13,780
<b>Published Net deficit on the provision of services</b>	<b>-31,359</b>

<b>Published Adjustments to net surplus or (deficit) on the provision of services for non cash movements</b>	<b>88,402</b>
Restatement due to IAS19 amendments	13,780

<b>Restated Adjustments to net surplus or (deficit) on the provision of services for non cash movements</b>	<b>102,182</b>
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## **NOTES TO THE ACCOUNTS**

### **Housing Revenue Accounts Income and Expenditure Statement**

**£'000**

<b>Published Supervision and Management</b>	<b>13,140</b>
Restatement due to IAS19 amendments	60
<b>Restated Supervision and Management</b>	<b>13,200</b>

<b>Published HRA services' share of Corporate and Democratic Core</b>	<b>692</b>
Restatement due to IAS19 amendments	3
<b>Restated HRA services' share of Corporate and Democratic Core</b>	<b>695</b>

<b>Published Pensions interest cost and expected return on pension assets</b>	<b>675</b>
Restatement due to IAS19 amendments	624
<b>Restated Pensions interest cost and expected return on pension assets</b>	<b>1,299</b>

<b>Published deficit for the year on HRA services</b>	<b>4,063</b>
Restatement due to IAS19 amendments	687
<b>Restated deficit for the year on HRA services</b>	<b>4,750</b>

### **Movement on the HRA Balance**

**£'000**

<b>Published Deficit for the year on the HRA Income and Expenditure Statement</b>	<b>-4,063</b>
Restatement due to IAS19 amendments	-687
<b>Restated Deficit for the year on the HRA Income and Expenditure Statement</b>	<b>-4,750</b>

<b>Published Adjustments between accounting basis and funding basis under statute</b>	<b>1,935</b>
Restatement due to IAS19 amendments	687
<b>Restated Adjustments between accounting basis and funding basis under statute</b>	<b>2,622</b>



## **HOUSING REVENUE ACCOUNT INCOME AND EXPENDITURE STATEMENT**

The HRA Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. Authorities charge rents to cover expenditure in accordance with the legislative framework; this may be different from the accounting cost. The increase or decrease in the year, on the basis on which rents are raised, is shown in the Movement on the Housing Revenue Account Statement.

**Restated**

<u>2012/13</u>		<u>2013/14</u>
<u>£'000</u>		<u>Note</u> <u>£'000</u> <u>£'000</u>
	<b><u>Expenditure</u></b>	
11,040	Repairs and maintenance	11,053
13,200	Supervision and management	13,294
684	Rent, rates, taxes and other charges	553
5,595	Negative HRA subsidy payable	5,854
27,122	Depreciation and impairment of non-current assets	6   26,264
38	Debt management costs	38
269	Movement in the allowance for bad debts	587
57,948	<b>Total Expenditure</b>	57,643
	<b><u>Income</u></b>	
-46,548	Dwelling rents	-48,232
-128	Non-dwelling rents	-122
-2,415	Charges for services and facilities	-2,676
-937	Contributions towards expenditure	-900
-50,028	<b>Total Income</b>	-51,930

## **HOUSING REVENUE ACCOUNT INCOME AND EXPENDITURE STATEMENT**

<b>Restated <u>2012/13</u> <u>£'000</u></b>		<b><u>2013/14</u> <u>£'000</u></b>
7,920	<b>Net cost of HRA services as included in the whole authority Comprehensive Income and Expenditure Statement</b>	5,713
695	HRA services' share of Corporate and Democratic Core	701
<b><u>8,615</u></b>	<b>Net Cost for HRA Services</b>	<b><u>6,414</u></b>
	<b>HRA share of the Operating Income and Expenditure included in the Comprehensive Income and Expenditure Statement:</b>	
3,627	Interest payable and similar charges	3,369
-58	Interest and investment income	-53
1,299	Net interest on the net defined benefit liability (asset)	1,324
-9,100	Capital grants and contributions receivable	-9,100
0	Gain on sale of HRA non-current assets	-754
367	Income and expenditure in relation to investment properties and changes in their fair value	-470
<b><u>-3,865</u></b>		<b><u>-5,684</u></b>
<b><u>4,750</u></b>	<b>Surplus(-)/deficit for the year on HRA services</b>	<b><u>730</u></b>

The Comprehensive Income and Expenditure Statement for 2012/13 has been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The implementation of this standard results in a change of accounting policy that requires a prior year adjustment as shown in Note 45.

## **MOVEMENT ON THE HRA BALANCE**

<b>Restated</b>		<b>2013/14</b>
<b>2012/13</b>		<b>£'000</b>
<b>£'000</b>		<b>£'000</b>
16,058	Balance on the HRA at the end of the previous year	13,958
-4,750	Surplus or (deficit) for the year on the HRA Income and Expenditure Statement	-730
2,622	Adjustments between accounting basis and funding basis under statute	1,088
<u>-2,128</u>		<u>358</u>
	<b>Net increase before transfers to or from reserves</b>	
28	Transfers from / to reserves	-349
<u>-2,100</u>	<b>Increase or (decrease) in year on the HRA</b>	<u>9</u>
<u>13,958</u>	<b>Balance on the HRA at the end of the current year</b>	<u>13,967</u>

### **Adjustments between accounting basis and funding basis under statute**

#### **Adjustments primarily involving the Capital Adjustment Account:**

#### **Reversal of items debited or credited to the HRA Income and Expenditure Statement:**

27,116	Charges for depreciation and impairment of non-current assets	26,989
367	Movement in the market value of Investment Properties	-470
6	Revaluations losses	-725

#### **Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:**

-1,423	Statutory provision for the financing of capital investment	-1,380
-15,835	Capital expenditure charged against the HRA balance	-15,931

#### **Adjustments primarily involving the Capital Grants Unapplied Account -**

-9,100	Capital grants and contributions receivable	-9,100
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#### **Adjustments primarily involving the Financial Instruments Adjustment Account -**

93	Amount by which finance costs charged to the HRA Income and Expenditure Account are different from finance costs chargeable in the year in accordance with statutory requirements	93
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## **MOVEMENT ON THE HRA BALANCE**

<b>Restated 2012/13 £'000</b>	<b>2013/14 £'000</b>
<b>Adjustments primarily involving the Pensions Reserve -</b>	
Reversal of items relating to retirement benefits debited or 2,796 credited to the HRA Income and Expenditure Statement	3,070
Employers pensions contributions and direct payments to -1,403 pensioners payable in the year	-1,448
<b>Adjustments primarily involving the Accumulated Absences Account -</b>	
Amount by which officer remuneration charged to the HRA Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in 5 accordance with statutory requirements	-10
<b>2,622 Total Adjustments</b>	<b>1,088</b>

The Movement In Reserves Statement for 2012/13 has been restated due to the June 2011 amendments in IAS19 (Employee Benefits). The implementation of this standard results in a change of accounting policy that requires a prior year adjustment as shown in Note 45.

## **NOTES TO THE HOUSING REVENUE ACCOUNT**

### **1. Housing Stock**

As at 31st March 2014 the Authority owned a total of 13,555 properties, made up of different types of dwelling including detached houses, semi-detached houses, bungalows, low level flats, high rise accommodation and sheltered accommodation.

The change in stock numbers can be summarised as follows:

<b>31/03/2013</b>		<b>31/03/2014</b>
<b>Units</b>		<b>Units</b>
13,609	Stock at 1 <sup>st</sup> April	13,590
-19	Sales	-35
<u>13,590</u>	Stock at 31 <sup>st</sup> March	<u>13,555</u>

### **2. Rent arrears and provisions for bad debts**

#### **Rent arrears**

<b>31/03/2013</b>		<b>31/03/2014</b>
<b>£'000</b>		<b>£'000</b>
1,042	Current tenants	1,276
490	Former tenants	525
<u>1,532</u>		<u>1,801</u>

Former tenants arrears written off during 2013/14 totalled £0.282m (2012/13 £0.269m). A bad debts provision has been made in the accounts in respect of potentially uncollectable rent arrears. The value of the provision at 31st March 2014 is £1.105m (31st March 2013 £0.950m).

#### **Provision for bad debts**

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
-950	Provisions as at 1st April	-950
269	Arrears written off during year	282
-269	Increase in provision required	-437
<u>-950</u>	Provisions as at 31st March	<u>-1,105</u>

## **NOTES TO THE HOUSING REVENUE ACCOUNT**

### **3. Capital expenditure**

During 2013/14 £24.981m (2012/13 £25.303m) was spent on Council Housing.

This was financed as follows:-

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
9,100	Grants – Major Repairs Allowance	9,100
0	Capital Contributions	307
16,203	Revenue and Balances	15,574
<b><u>25,303</u></b>		<b><u>24,981</u></b>

The capital expenditure was incurred on HRA assets as follows:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
25,303	Council dwellings	24,981

The Major Repairs Allowance was used in full in 2013/14 and 2012/13.

The Capital Expenditure on Council Housing did not increase the value of the Council properties and has been impaired during the year. This is as a result of the specific valuation method employed.

### **4. Revenue expenditure funded from capital under statute (REFCUS)**

Capital expenditure, which does not result in a non-current asset to the Authority (e.g. housing renovation grants), is classified as revenue expenditure funded from capital under statute.

No revenue expenditure funded from capital under statute was charged to the Housing Revenue Account in 2013/14 and 2012/13.

### **5. Capital receipts during the year**

Capital receipts received during the year in respect of the sale of HRA properties amounted to £2.67m (£1.273m 2012/13). Of this £1.237m (£0.716m 2012/13) was set aside for the repayment of debt and £52k (£30k 2012/13) was used to defray costs.

## **NOTES TO THE HOUSING REVENUE ACCOUNT**

The following is a summary of the Capital Receipts Reserve as it applies to the Housing Revenue Account:-

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
5,553	Opening balance 1 <sup>st</sup> April	6,080
1,273	Receipts during the year	2,670
-716	Less set asides	-1,237
-30	Less other costs	-52
<u><b>6,080</b></u>	<b>Balance available as at 31st March</b>	<u><b>7,461</b></u>

Capital receipts were as follows:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
978	Council Houses	1,693
288	Land	968
7	Other	9
<u><b>1,273</b></u>		<u><b>2,670</b></u>

### **6. Depreciation charges and impairment**

The total charge for depreciation and impairment made to the HRA for 2013/14 amounted to £26.264m (2012/13 £27.122m) and is analysed as follows:-

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
	Depreciation on operational assets	
1,783	- dwellings	1,970
30	- other property	38
	Impairment	
25,303	- dwellings	24,981
	Revaluation Losses	
6	- dwellings	-725
0	- other property	0
<u><b>27,122</b></u>	<b>Total</b>	<u><b>26,264</b></u>

## **NOTES TO THE HOUSING REVENUE ACCOUNT**

Although depreciation is shown as a charge in calculating a surplus or deficit on the Housing Revenue Account, it does not represent the statutory amount that should be charged to the HRA in respect of capital charges. To this extent the charge is removed and replaced by a statutory calculation of interest and principal charges (the 'Item 8 determination') in arriving at the sum to be debited/credited to the Housing Revenue Account for the year.

During 2013/14 the Authority has recognised impairment charges of £24,981k within the HRA Income and Expenditure Statement attributable to non enhancing capital expenditure.

### **7. IAS 19 – Accounting for pension costs.**

Supervision and management costs shown within the income and expenditure account includes a sum of £3.070m (2012/13 £2.796m) which is the cost calculated by the Authority's actuary as being the employers contribution required to meet the current year pension costs of HRA employees. This does not represent a statutory charge to HRA balances and is reversed out and replaced by the actual employers superannuation payments made before the final transfer to/from Housing Revenue Account balances is calculated.

### **8. Reserve Transfer**

#### **Reserve Transfer 2012/13 £28k**

A transfer of £28k was made from the capital receipts reserve to fund the cost of work administering the Right to Buy scheme.

#### **Reserve Transfer 2013/14 -£349k**

A transfer of £353k was made from the general capital reserves to fund work completed in previous years but not charged.

A transfer of £52k was made from the capital receipts reserve to fund the cost of work administering the Right to Buy Scheme.

A transfer of £754k was made to the capital receipts reserve to transfer profit on sale of HRA land.



# ASSET STRUCTURE

Major fixed assets held by the Authority at 31st March 2014.

Number 31/03/2013		Number 31/03/2014
	<b>Corporate Building &amp; Property Services</b>	
1	• Heol y Gors Depot	1
1	• Penlan Storage Depot	1
1	• Linden Avenue Depot	1
1	• Criccieth Place Depot	1
1	• Enterprise Park	1
10	• Industrial/Warehousing Sites	10
1	• Civic Centre (Swansea)	1
1	• Civic Centre (Penllergaer)	1
1	• Guildhall	1
1,319	• Residential Freeholds	1,298
1	• St David's Shopping Centre	1
1	• The Quadrant Shopping Centre	1
1	• West Cross Bunker	1
	<b>Culture &amp; Tourism</b>	
4	• Leisure Centres	4
1	• LC	1
43	• Pavilions/Changing Rooms	43
3	• Sports Centres	3
1	• Blackpill Lido	1
1	• St Helens Ground	1
1	• Tennis Centre	1
1	• Plantasia	1
1	• Botanic Gardens	1
1	• Grand Theatre	1
1	• Brangwyn Hall	1
1	• Dylan Thomas Centre	1
1	• Patti Pavilion	1
78	• Parks & Open Spaces (497 Hectares)	78
970	• Foreshore (hectares)	970
82	• Children's Playgrounds	84
1	• Caravan Parks	1
1	• Tourist Information Centres	1
1	• Stadium	1
1	• Bowls Hall	1
4	• Museums	4
1	• Art Gallery	1
32	• Community Centres	31
10	• Senior Citizen Pavilions	10
1	• Discovery Centre - Brynmill	1

## **ASSET STRUCTURE**

<b>Number 31/03/2013</b>		<b>Number 31/03/2014</b>
1	• Ty Blodau - Botanics	1
1	• Adizone	1
1	• Country Park - Clyne	1
7	• Skateparks	11
16	• Multi Use Games Areas	16
1	• Promenade Fitness Trail	1
4	• Parks Fitness Trails - Parc Llewellyn, Coedbach, Coed Gwilym & Fendrod Lake	4
1	• Oystermouth Castle	1
16	• Allotments	16
8	• BMX Tracks	10
17	• Libraries	17
1	• Watersports Centre	1
1	• Knab Rock Watersports Centre	1
6	• Course Angling Lakes	6
2	• Crazy Golf	2
1	• Blackpill Pitch & Putt	1
 <b>Education</b>		
75	• Primary/Junior/Infants/Nursery School (excluding Church Schools)	75
13	• Secondary Schools (excluding Church Schools)	13
6	• Special Schools/Referral Units	6
3	• Community Education	3
3	• Residential Activity Centres	3
5	• Youth Clubs	5
2	• Youth Information Service (Info Nation and Canoldre)	2
2	• Family Centres	2
7	• Flying Start Settings (not shared use with school)	10
3	• Other (Closed Former Schools & Educ. Centres)	3
 <b>Housing and Community Regeneration</b>		
13,590	• Council Dwellings	13,555
9	• Area Housing Offices	9
 <b>Marketing Communications &amp; Scrutiny</b>		
1	• Mansion House	1

# ASSET STRUCTURE

Number 31/03/2013		Number 31/03/2014
	<b>Public Protection</b>	
7	• Cemeteries	7
1	• Crematorium	1
5	• Cemetery Lodges/Chapel of Rest	5
1	• Designated New Cemetery (not yet operational)	1
	<b>Regeneration &amp; Planning</b>	
1	• Garth Farm	1
1	• Bishopwood Centre	1
6	• Local Nature Reserves	6
1	• Swansea Mobility Hire	1
1	• City Centre Offices	1
1	• Market	1
	<b>Shared Premises (Streetscene / Waste Management)</b>	
1	• Depot (Pipehouse Wharf)	1
	<b>Social Services</b>	
10	• Residential & Respite Facilities	10
1	• Residential & Respite Facilities (Vacant)	1
16	• Day & Social Centres/Activities	16
3	• Residential & Day Centres/Activities (combined on same site)	3
9	• Offices/Resource Centres (1 x vacant)	6
5	• Other major assets	5
	<b>Streetscene</b>	
102	• Principal Roads - A Roads (Kilometres)	102
230	• Non Principal Roads - B & C Roads (Kilometres)	230
766	• Non Classified Roads (Kilometres)	770
1	• Depot (Clydach)	1
	<b>Transportation</b>	
61	• Car Parks	60
1	• Swansea Bus Station (Quadrant)	1
1	• Marina	1
1	• Barrage	1
34,726	• Highway Bridges (Square metres of deck area)	34,726
18	• Highway Retaining Walls (Kilometres)	18
	<b>Waste Management</b>	
5	• Amenity Sites	5
1	• Landfill Sites	1
1	• MRF (Baling Plant Llansamlet)	1

# CITY & COUNTY OF SWANSEA PENSION FUND

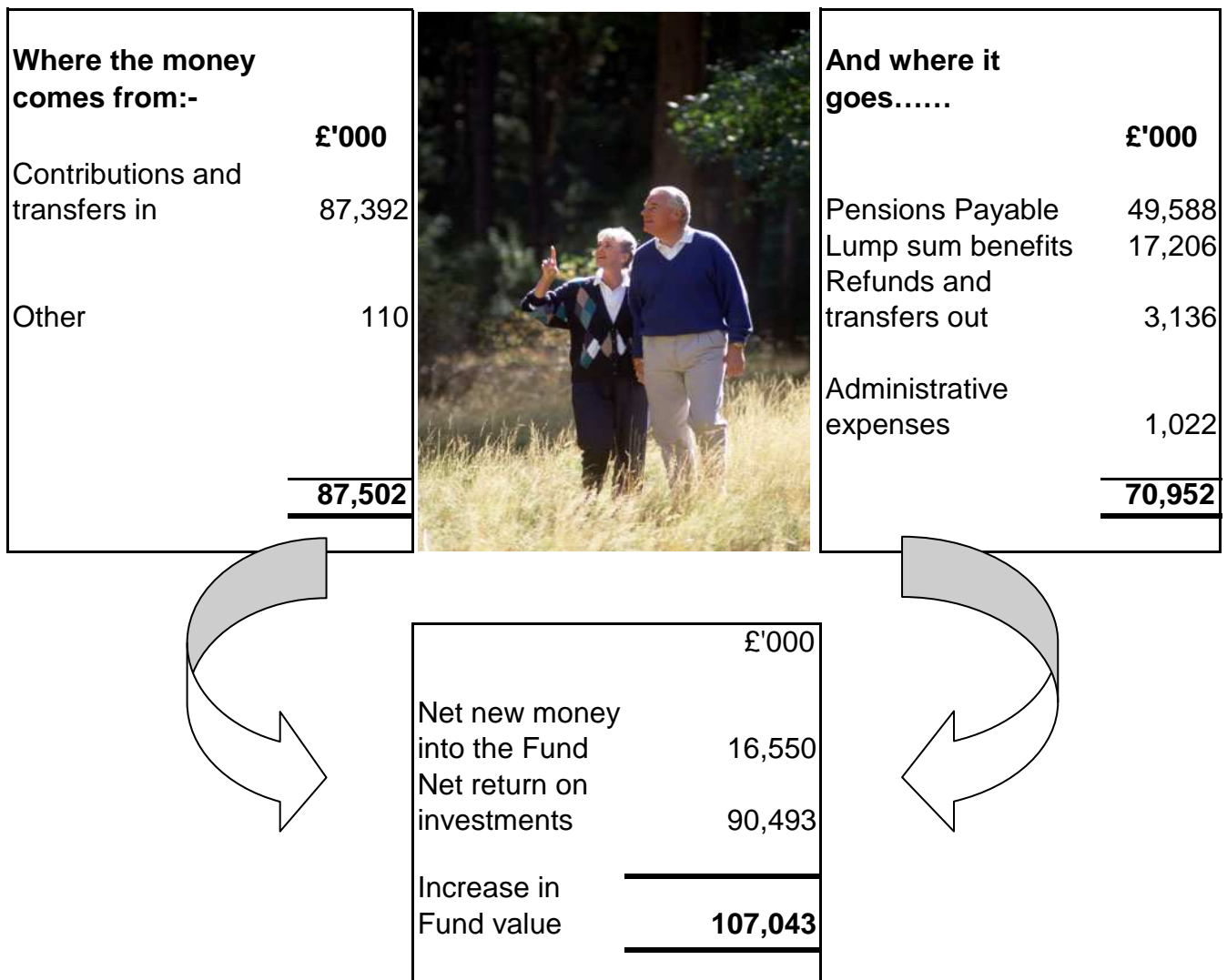
## 1. Introduction

The City & County of Swansea Pension Fund is administered by the City & County of Swansea. However it is a separate statutory fund and its assets and liabilities, income and expenditure are not consolidated into the accounts of the Authority. That is, the Pensions Fund's assets and liabilities are distinct.

The summarised accounts of the Pension Fund shown here comprise three main elements:-

- The Fund Account which shows income and expenditure of the fund during the year, split between payments to/contributions from members and transactions relating to fund investments.
- The Net Assets Statement which gives a snapshot of the financial position of the fund as at 31st March 2014.
- The Notes to The Accounts which are designed to provide further explanation of some of the figures in the statement and to give a further understanding of the nature of the fund.

## 2 Summary of transactions for the year



# ***CITY & COUNTY OF SWANSEA PENSION FUND***

## **Section 151 Officer's Certificate**

I hereby certify that the statement of accounts on pages 140 to 177 present fairly the position of the Pension Fund at the accounting date and its income and expenditure for the year ended 31st March 2014.

# CITY & COUNTY OF SWANSEA PENSION FUND

## Fund Account For The Year Ended 31st March

2012/13			2013/14	
£'000	Contributions and benefits	Notes	£'000	£'000
	Contributions receivable :			
53,937	Employers contribution	3	58,554	
15,380	Members contribution	3	<u>16,133</u>	74,687
1,867	Transfers in	4		12,705
23	Other income	5		<u>110</u>
71,207				<u>87,502</u>
	Benefits payable :			
-47,058	Pensions payable	6	-49,588	
-13,868	Lump sum benefits	6	<u>-17,206</u>	-66,794
	Payments to and on account of leavers :			
-12	Refunds of contributions	7	-11	
-3,590	Transfers out	7	<u>-3,125</u>	-3,136
-1,037	Administrative expenses	8		<u>-1,022</u>
<b><u>5,642</u></b>	<b>Net additions from dealing with members</b>			<b><u>16,550</u></b>
	<b>Returns on investments</b>			
18,753	Investment income	9		24,456
139,791	Change in market value of investments	12		77,463
-6,439	Investment management expenses	8		<u>-11,426</u>
<b><u>152,105</u></b>	<b>Net returns on investments</b>			<b><u>90,493</u></b>
<b><u>157,747</u></b>	<b>Net increase in the fund during the year</b>			<b><u>107,043</u></b>
1,119,852	Opening Net Assets of the Fund			1,277,599
<b>1,277,599</b>	<b>Closing Net Assets of the Fund</b>			<b>1,384,642</b>

# CITY & COUNTY OF SWANSEA PENSION FUND

## Net Assets Statement As At 31 March

31st March 2013 (Reclassified)*		31st March 2014
£'000	Notes	£'000
<b>Investments at market value:</b>		
1,240,512 Investment Assets	11	1,335,099
14,493 Cash Funds	12	13,866
21,497 Cash Deposits	12	29,232
1,744 Other Investment Balances - Dividends Due	12	2,063
<b>1,278,246 Sub Total</b>		<b>1,380,260</b>
5,278 Current Assets	16	15,097
-5,925 Current Liabilities	16	-10,715
<b><u>1,277,599</u> Net assets</b>		<b><u>1,384,642</u></b>

The financial statements on pages 140-172 summarise the transactions of the Fund and deal with the net assets at the disposal of the Pension Fund Committee. The financial statements do not take account of liabilities and other benefits which fall due after the period end. The actuarial position of the Fund, which does take account of such liabilities, is dealt with in the Statement of the Actuary in the Annual Report of the Pension Fund and a summary is included in Note 18 of this statement, and these accounts should be read in conjunction with this information.

\*The reclassification as at the 31st March 2013 is explained in note 12.

These financial statements replace the financial statements certified on 30th September 2014.

## Notes to the Financial Statements

### 1. Basis of preparation

The financial statements summarise the fund's transactions for the 2013/14 financial year and its position at year-end 31 March 2014. The financial statements have been prepared in accordance with the *Code of Practice on Local Authority Accounting in the United Kingdom 2013/14* which is based upon International Financial Reporting Standards (IFRS), as amended for the UK public sector.

The financial statements do not take account of liabilities and other benefits which fall due after the period end.

### 2. Accounting Policies

The following principal accounting policies, which have been applied consistently (except as noted below), have been adopted in the preparation of the financial statements:

#### (a) Contributions

Normal contributions, both from the members and from the employer, are accounted for on an accruals basis in the month employee contributions are deducted from the payroll.

Early Access contributions from the employers are accounted for in accordance with the agreement under which they are paid, or in the absence of such an agreement, when received. Under current rules, employers can exercise discretion to give access to a person's pension rights early (other than for ill health). Where this is done, the additional pension costs arising are recharged to the relevant employer and do not fall as a cost to the fund. Under local agreements some Employers have exercised the right to make these repayments over three years incurring the relevant interest costs.

Other Contributions relate to additional pension contributions paid in order to purchase additional pension benefits.

#### (b) Benefits

Where members can choose whether to take their benefits as a full pension or as a lump sum with reduced pension, retirement benefits are accounted for on an accruals basis on the later of the date of retirement and the date the option is exercised.

Other benefits are accounted for on an accruals basis on the date of retirement, death or leaving the fund as appropriate.

#### (c) Transfers to and from other Schemes

Transfer values represent the capital sums either receivable in respect of members from other pension schemes of previous employers or payable to the pension schemes of new employers for members who have left the fund. They are accounted for on a cash basis, or where Trustees have agreed to accept the liability in advance of receipt of funds, on an accruals basis from the date of the agreement.

#### (d) Investments

- i) The net assets statement includes all assets and liabilities of the fund at the 31st March.



# **CITY & COUNTY OF SWANSEA PENSION FUND**

## **2. Accounting Policies (continued)**

- ii) Listed investments are included at the quoted bid price as at 31st March.
- iii) Investments held in pooled investment vehicles are valued at the closing bid price at 31st March if both bid and offer price are published; or, if single priced, at the closing single price. In the case of pooled investment vehicles that are accumulation funds, change in market value also includes income which is reinvested in the fund, net of applicable withholding tax.
- iv) Unquoted securities and pooled investment vehicles are valued by the relevant investment managers based on the Fund's share of the net assets or a single price advised by the Fund Manager, in accordance with generally accepted guidelines.
- v) Unit trusts are valued at the Managers' bid prices at 31st March.
- vi) Accrued interest is excluded from the market value of fixed interest securities but is included in accrued investment income.
- vii) Investment management fees are accounted for on an accruals basis.
- viii) Transaction costs are included in the cost of purchases and sales proceeds.
- ix) Investments held in foreign currencies have been translated into sterling values at the relevant rate ruling as at 31st March.
- x) Property Funds/Unit Trusts are valued at the bid market price, which is based upon regular independent valuation of the underlying property holdings of the Fund/Unit Trust.

### **e) Financial Instruments**

Pension Fund assets have been assessed as fair value through profit and loss in line with IAS19.

### **f) Cash and Cash Funds**

Cash comprises cash in hand and cash deposits. Cash funds are highly liquid investments held with Investment Managers.

### **g) Investment Income**

Investment income and interest received are accounted for on an accruals basis. When an investment is valued ex dividend, the dividend is included in the Fund account.

### **h) Other**

Other expenses, assets and liabilities are accounted for on an accruals basis.

# CITY & COUNTY OF SWANSEA PENSION FUND

## 3. Analysis of Contributions

<b>Total Contributions</b>  <b>2012/13</b> <b>£'000</b>	<b>Total Contributions</b>  <b>2013/14</b> <b>£'000</b>
<b>38,514</b>	<b>41,711</b>
<b><u>Administering Authority</u></b>	
City & County of Swansea	
<b><u>Admitted Bodies</u></b>	
35 Babtie	11
229 Celtic Community Leisure	235
17 Colin Laver Heating Limited	13
20 Swansea Bay Racial Equality Council	20
83 Wales National Pool	100
104 Capgemini	89
1,900 NPT Homes	2,027
20 Phoenix Trust	7
1,109 Grwp Gwalia	1,182
<b>3,517</b>	<b>3,684</b>
<b><u>Scheduled Bodies</u></b>	
5 Cilybebyll Community Council	6
25 Coedffranc Community Council	25
1,616 Gower College	1,637
1,234 NPTC Group	1,639
66 Neath Town Council	74
22,982 Neath Port Talbot County Borough Council	24,490
32 Margam Joint Crematorium Committee	21
7 Pelenna Community Council	6
13 Pontardawe Town Council	14
33 Swansea Bay Port Health Authority	34
76 Swansea City Waste Disposal Company	26
1,197 University of Wales Trinity St Davids	1,320
<b>27,286</b>	<b>29,292</b>
<b>69,317</b>	<b>74,687</b>

## **CITY & COUNTY OF SWANSEA PENSION FUND**

### **3. Analysis of Contributions (continued)**

The admission agreement for Babtie ceased on 4th July 2013 when their contract with Neath Port Talbot County Borough Council ended, therefore their participation in the Fund has now ceased.

Coleg Powys merged with Neath Port Talbot College with effect from 1st August 2013 to form NPTC Group. A direction was received from the Department of Communities and Local Government (DCLG) for the scheme members employed by Coleg Powys to be transferred from Powys Pension Fund to Neath Port Talbot College section of the Fund.

The admission agreement for Swansea Waste Disposal Company ceased from 1st August 2013 when that company's employees were transferred into the City and County of Swansea section of the Fund.

## CITY & COUNTY OF SWANSEA PENSION FUND

### 3. Analysis of Contributions (continued)

Total Employer/Employee contributions comprise of:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
<b>Employers</b>		
52,340	Normal	55,436
1	Other	9
1,596	Early Access	3,109
<u>53,937</u>	<b>Total</b>	<u>58,554</u>
<b>Employees</b>		
15,346	Normal	16,105
34	Other	28
<u>15,380</u>	<b>Total</b>	<u>16,133</u>
<u>69,317</u>	<b>Total Contributions Receivable</b>	<u>74,687</u>

### 4. Transfers In

Transfers in comprise of:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
0	Group transfers from other schemes *	8,900
1,867	Individual transfers from other schemes	3,805
<u>1,867</u>	<b>Total</b>	<u>12,705</u>

\* This figure represents a bulk transfer from the Powys Pension Fund in respect of Coleg Powys, who have merged with Neath Port Talbot College (a scheduled body within this Scheme) to form Neath Port Talbot College Group. The figure of £8.9m, represents an estimate made by the actuary of the Powys Pension Fund, of the transfer value in respect of Coleg Powys. This estimate will be reviewed by the Actuary for the City & County of Swansea Pension Fund when data becomes available.

### 5. Other Income

Other income comprise of:

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
13	Bank Interest	89
10	Early Access - Interest	21
<u>23</u>	<b>Total</b>	<u>110</u>

### 6. Benefits Payable

By category

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
47,058	Pensions	49,588
11,830	Commutation and lump sum retirement benefits	15,349
2,038	Lump sum death benefits	1,857
<u>60,926</u>	<b>Total</b>	<u>66,794</u>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 7. Payments to and on account of leavers

Transfers out and refunds comprise of:

2012/13		2013/14
£'000		£'000
12	Refunds to members leaving service	11
3,590	Individual transfers to other schemes	3,125
<b>3,602</b>	<b>Total</b>	<b>3,136</b>

## 8. Administrative and Investment Management Expenses

All administrative and investment management expenses are borne by the Fund:

2012/13		2013/14
£'000		£'000
<b>Administrative Expenses</b>		
661	Support Services & Employee Costs	659
22	Actuarial Fees	45
41	Advisors Fees	43
40	External Audit Fees	58
22	Performance Monitoring Services Fees	25
25	Printing & Publications	23
217	Other	166
9	Pension Fund Committee	3
<b>1,037</b>		<b>1,022</b>
<b>Investment Management Expenses</b>		
3,204	Management Fees	4,378
3,120	Performance Fees	6,915
115	Custody Fees	133
<b>6,439</b>		<b>11,426</b>
<b>7,476</b>	<b>Total</b>	<b>12,448</b>

## 9. Investment Income

2012/13		2013/14
£'000		£'000
8,954	U.K. Equities	13,433
6,041	Overseas Equities	6,619
2,736	Managed Fund - Fixed Interest	3,055
842	Pooled Investment vehicles - Property Fund	1,006
175	Pooled Investment vehicles - Private Equity	341
5	Interest	2
<b>18,753</b>	<b>Total</b>	<b>24,456</b>

## **9. Investment Income (continued)**

The assets under management by Legal and General are managed wholly in a pooled investment vehicle. The pooled investment vehicles are a combination of equity, bond and money market unit funds which operate on an 'accumulation' basis, i.e. all dividends and investment income are automatically reinvested back into their relevant funds and not distributed as investment income. Therefore, the fund value and change in market value on these funds will reflect both capital appreciation / depreciation plus reinvested investment income.

## **10. Taxation**

### **a) United Kingdom**

The Fund is exempt from Income Tax on interest and dividends and from Capital Gains Tax but now has to bear the UK tax on other income. The fund is reimbursed V.A.T. by H.M. Revenue and Customs and the accounts are shown exclusive of V.A.T.

### **b) Overseas**

The majority of investment income from overseas suffers a withholding tax in the country of origin.

# CITY & COUNTY OF SWANSEA PENSION FUND

## 11. Investment Assets

	31st March 2013			31st March 2014		
	UK £'000	Overseas £'000	Total £'000	UK £'000	Overseas £'000	Total £'000
<b>Equities</b>						
Quoted	297,494	282,996	580,490	324,568	313,060	637,628
<b>Pooled investment vehicles</b>						
Managed Funds:						
Quoted:						
Equity	0	12,881	12,881	0	13,467	13,467
Fixed Interest	0	109,679	109,679	0	117,200	117,200
Unquoted:						
Equity	123,346	183,449	306,795	128,747	194,470	323,217
Fixed Interest	51,886	10,205	62,091	52,409	11,862	64,271
Index-linked	20,590	0	20,590	20,720	0	20,720
Property Unit Trust	5,296	0	5,296	6,107	0	6,107
Property Fund	26,552	29,304	55,856	31,056	31,560	62,616
Hedge Fund	0	44,891	44,891	0	49,060	49,060
Global Tactical Asset Allocation	0	17,109	17,109	0	15,529	15,529
Private Equity	0	24,834	24,834	0	25,284	25,284
<b>Total pooled investment vehicles</b>	<b>227,670</b>	<b>432,352</b>	<b>660,022</b>	<b>239,039</b>	<b>458,432</b>	<b>697,471</b>
<b>Total equities and pooled investment vehicles</b>	<b>525,164</b>	<b>715,348</b>	<b>1,240,512</b>	<b>563,607</b>	<b>771,492</b>	<b>1,335,099</b>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 11. Investment Assets (continued)

An analysis of investment assets based on the class of investment is shown below :

<b>31st March 2013 £'000</b>	<b>Investment assets</b>	<b>31st March 2014 £'000</b>
171,770	Fixed interest	181,471
20,590	Index linked securities	20,720
420,840	U.K. equities	453,315
61,152	Property	68,723
44,891	Hedge Funds	49,060
24,834	Private Equity	25,284
17,109	Global Tactical Asset Allocation (GTAA)	15,529
479,326	Overseas Equities	520,997
<b><u>1,240,512</u></b>	<b>Total investment assets</b>	<b><u>1,335,099</u></b>



# CITY & COUNTY OF SWANSEA PENSION FUND

## 12. Reconciliation of movements in investments

	Value at 31st March 2013 (Reclassified)	Purchases	Sales	Change in Market Value	Value at 31st March 2014
	£'000	£'000	£'000	£'000	£'000
<b>Equities</b>					
Aberdeen	98,166	10,637	-8,478	-978	99,347
JPM	201,896	247,752	-240,647	16,306	225,307
Schroders	293,309	59,382	-52,629	26,379	326,441
L&G	306,795	5,730	-10,495	21,187	323,217
	<u>900,166</u>	<u>323,501</u>	<u>-312,249</u>	<u>62,894</u>	<u>974,312</u>
<b>Property</b>					
<b>UK</b>					
Schroders	31,848	1,984	0	3,331	37,163
<b>Overseas</b>					
Partners	16,797	4,047	-3,021	1,257	19,080
Invesco	12,507	0	-517	490	12,480
	<u>61,152</u>	<u>6,031</u>	<u>-3,538</u>	<u>5,078</u>	<u>68,723</u>
<b>Fixed Interest</b>					
<b>Fixed Interest</b>					
L&G	62,091	4,433	0	-2,253	64,271
Goldman	109,679	3,055	0	4,466	117,200
	<u>171,770</u>	<u>7,488</u>	<u>0</u>	<u>2,213</u>	<u>181,471</u>
<b>Index-Linked</b>					
L&G	20,590	887	0	-757	20,720
	<u>20,590</u>	<u>887</u>	<u>0</u>	<u>-757</u>	<u>20,720</u>
<b>Hedge Funds</b>					
BlackRock	23,609	0	-466	2,541	25,684
Fauchier	21,282	0	-424	2,518	23,376
	<u>44,891</u>	<u>0</u>	<u>-890</u>	<u>5,059</u>	<u>49,060</u>
<b>Private Equity</b>					
HarbourVest	24,834	6,551	-10,403	4,302	25,284
	<u>24,834</u>	<u>6,551</u>	<u>-10,403</u>	<u>4,302</u>	<u>25,284</u>
<b>Global Tactical Asset Allocation</b>					
BlackRock	17,109	0	-163	-1,417	15,529
	<u>17,109</u>	<u>0</u>	<u>-163</u>	<u>-1,417</u>	<u>15,529</u>
<b>Cash funds</b>					
L&G	14,296	2,111	-2,666	89	13,830
Schroders	197	0	-162	1	36
	<u>14,493</u>	<u>2,111</u>	<u>-2,828</u>	<u>90</u>	<u>13,866</u>
<b>Total</b>	<u>1,255,005</u>	<u>346,569</u>	<u>-330,071</u>	<u>77,463</u>	<u>1,348,965</u>
<b>Cash</b>	<b>21,497</b>				<b>29,232</b>
<b>Other Investment Balances - Dividends Due</b>	<b>1,744</b>				<b>2,063</b>
<b>TOTAL</b>	<u><b>1,278,246</b></u>			<u><b>77,463</b></u>	<u><b>1,380,260</b></u>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 12. Reconciliation of movements in investments (continued)

At the 31st March 2013, the dividends due to the Fund have been reclassified as Other Investment Balances, having previously been included in Current Assets.

Transaction costs are included in the cost of purchase and sales proceeds. Identifiable transaction costs incurred in the year relating to segregated investments amounted to £388k (2012/13: £290k). Costs are also incurred by the Fund in relation to transactions in pooled investment vehicles. Such costs are taken into account in calculating the bid/offer spread of these investments and are not separately identifiable.

## 13. Concentration of Investments

The following investments represented 5% or more of the Fund's net assets at 31st March 2014:

	Value as at the 31st March 2013 £'000	Proportion of Net Asset %	Value as at the 31st March 2014 £'000	Proportion of Net Asset %
L&G UK Equity Index	123,346	9.7%	128,747	9.3%
Goldman Sachs Global Libor Plus II	109,679	8.6%	117,200	8.5%
L&G North America Equity Index	71,710	5.6%	76,747	5.5%

## 14. Realised Profit on the Sale of Investments

2012/13 £'000	2013/14 £'000
3,429 U.K. Equities	15,280
14,132 Overseas	27,909
64 Property Fund	0
0 Cash Fund	3
<b><u>17,625</u> Net Profit</b>	<b><u>43,192</u></b>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 15. Fixed Interest and Index Linked Investments

The fixed interest and index-linked investments are comprised of:

31st March 2013		31st March 2014
£'000		£'000
78,289	UK Public Sector	115,086
114,071	Other	87,105
<u>192,360</u>		<u>202,191</u>

## 16. Current Assets and Liabilities

The amounts shown in the statement of Net Assets are comprised of:

31st March 2013 (Reclassified)		31st March 2014
£'000		£'000
<b>Current Assets</b>		
616	Contributions - Members	613
2,024	Contributions - Employers	2,011
786	Early Access Debtor	2,120
415	Transfer Values	9,232
1,437	Other	1,121
<u>5,278</u>		<u>15,097</u>
<b>Current Liabilities</b>		
-1,563	Investment Management Expenses	-4,321
-1,601	Commutation and lump sum retirement benefits	-3,873
-455	Lump sum death benefits	-688
-1,445	Transfers to Other Schemes	-895
-514	Payroll Deductions - Tax	-538
-347	Other	-400
<u>-5,925</u>		<u>-10,715</u>
<u><b>-647</b></u>	<b>Net</b>	<u><b>4,382</b></u>

Analysed as:

31st March 2013 (Reclassified)		31st March 2014
£'000		£'000
<b>Current Assets</b>		
698	Central Government Bodies	774
3,850	Other Local Authorities	13,655
0	Public Corporations & Trading Funds	2
730	Other Entities and Individuals	666
<u>5,278</u>		<u>15,097</u>
<b>Current Liabilities</b>		
-2	Central Government Bodies	-38
-1,475	Other Local Authorities	-2,677
-4,448	Other Entities and Individuals	-8,000
<u>-5,925</u>		<u>-10,715</u>
<u><b>-647</b></u>	<b>Net</b>	<u><b>4,382</b></u>

The reclassification is explained in Note 12

## CITY & COUNTY OF SWANSEA PENSION FUND

### 16. Current Assets & Liabilities (continued)

#### Early Access Debtor

	Instalment Due 2014/15 £'000	Instalment Due 2015/16 £'000	Instalment Due 2016/17 £'000	Instalment Due 2017/18 £'000	Total £'000
Early Access Principal Debtor	1,658	240	209	13	2,120
Early Access Interest Debtor	25	19	17	1	62
<b>Total (Gross)</b>	<b>1,683</b>	<b>259</b>	<b>226</b>	<b>14</b>	<b>2,182</b>

### 17. Capital and Contractual Commitments

As at 31st March 2014 the Scheme was committed to providing funding to appointed managers investing in unquoted securities. These commitments amounted to £40.3m (2012/13 : £53.3m).

## 18. Actuarial Present Value of Promised Retirement Benefits - Statement of the Actuary for the year ended 31 March 2014

### Introduction

The Scheme Regulations require that a full actuarial valuation is carried out every third year. The purpose of this is to establish that the City & County of Swansea Pension Fund (the Fund) is able to meet its liabilities to past and present contributors and to review employer contribution rates. The last full actuarial investigation into the financial position of the Fund was completed as at 31 March 2013 by Aon Hewitt Limited, in accordance with Regulation 36 of the Local Government Pension Scheme (Administration) Regulations 2008.

### Actuarial Position

1. The valuation as at 31 March 2013 showed that the funding ratio of the Fund had increased since the previous valuation with the market value of the Fund's assets at that date (of £1,227.6M) covering 81% of the liabilities allowing, in the case of current contributors to the Fund, for future increases in pensionable pay.

2. The valuation also showed that the aggregate level of contributions required to be paid by participating employers with effect from 1 April 2014 is:

- 16.2% of pensionable pay. This is the rate calculated as being sufficient, together with contributions paid by members, to meet the liabilities arising in respect of service after the valuation date.

#### Plus

- 5.7% of pensionable pay to restore the assets to 100% of the liabilities in respect of service prior to the valuation date over a recovery period of 25 years from 1 April 2014, if the membership remains broadly stable and pay increases are in line with the rate assumed at the valuation of 3.9% p.a.

3. In practice, each individual employer's position is assessed separately and contributions are set out in Aon Hewitt Limited's report dated 31 March 2014 (the "actuarial valuation report"). In addition to the contributions shown above, payments to cover additional liabilities arising from early retirements (other than ill-health retirements) will be made to the Fund by the employers.

4. The funding plan adopted in assessing the contributions for each individual employer is in accordance with the Funding Strategy Statement. Different approaches adopted in implementing contribution increases and individual employers' recovery periods are set out in the actuarial valuation report.

5. The valuation was carried out using the projected unit actuarial method for most employers and the main actuarial assumptions used for assessing the funding target and the contribution rates as set out on the following page.

## CITY & COUNTY OF SWANSEA PENSION FUND

### 18. Actuarial Present Value of Promised Retirement Benefits - Statement of the Actuary for the year ended 31 March 2014 (continued)

The main actuarial assumptions were as follows:

#### Discount rate

##### In service:

Scheduled and subsumption bodies	5.6% a year
Orphan bodies	5.2% p.a

##### After leaving service

Scheduled and subsumption bodies	5.6%p.a.
Orphan bodies	3.9%p.a.
Rate of general pay increases	3.9% p.a.
Rate of increases to pension accounts	2.4% p.a.
Rate of increase in pensions in payment	2.4% p.a.
Valuation of assets	market value

Further details of the assumptions adopted for the valuation were set out in the actuarial valuation report.

6. The valuation results summarised above are based on the financial position and market levels at the valuation date, 31 March 2013. As such the results do not make allowance for changes which have occurred subsequent to the valuation date.

7. The formal actuarial valuation report and the Rates and Adjustments Certificate setting out the employer contribution rates for the period from 1 April 2014 to 31 March 2017 were signed on 31 March 2014. Contribution rates will be reviewed at the next actuarial valuation of the Fund as at 31 March 2016.

8. CIPFA's Code of Practice also requires the actuarial present value of the promised retirement benefits to be disclosed based on IAS26 and using assumptions relevant to IAS19 and not the funding assumptions above. The actuarial present value of the promised retirement benefits on this basis as at 31st March 2013 is £1,936.8m (31st March 2010 £1,819.4m), which compares to the market value of assets at that date of £1,277.6m (31st March 2010 £1,016.8m).

9. This Statement has been prepared by the current Actuary to the Fund, Aon Hewitt Limited, for inclusion in the accounts of the Fund. It provides a summary of the results of their actuarial valuation which was carried out as at 31 March 2013. The valuation provides a snapshot of the funding position at the valuation date and is used to assess the future level of contributions required. This Statement must not be considered without reference to the formal actuarial valuation report which details fully the context and limitations of the actuarial valuation.

Aon Hewitt Limited does not accept any responsibility or liability to any party other than our client, the City and County of Swansea, in respect of this statement.

Aon Hewitt Limited  
Jun-14

## **CITY & COUNTY OF SWANSEA PENSION FUND**

### **18. Actuarial Present Value of Promised Retirement Benefits - Statement of the Actuary for the year ended 31 March 2014 (continued)**

#### **Definitions**

##### **Admission Body**

An employer admitted to the Fund under an admission agreement.

##### **Orphan Body**

This is an admission body or other employer whose participation in the Fund may cease at some future point in time, after which it is expected that the Administering Authority will have no access to future contributions in respect of the employer's liabilities in the Fund once any liability on cessation has been paid.

##### **Scheduled Body**

Employers which participate in the Fund under Schedule 2 of the Administration Regulations.

##### **Subsumption and subsumption body**

When an admission body or other employer ceases participation in the Fund, so that it has no employees contributing to the Fund and once any contribution on cessation as required by the regulations has been paid, the Fund will normally be unable to obtain further contributions from that employer (eg if future investment returns are less than assumed). It is however possible for another long term employer in the Fund (generally a scheduled body) to agree to be a source of future funding should any funding shortfalls emerge on the original employer's liabilities. The long term employer effectively subsumes the assets and liabilities of the ceasing employer into its own assets and liabilities. In this document this is known as subsumption. In this document the admission body or other employer being subsumed is referred to as a subsumption body and its liabilities are known as subsumed liabilities.

#### **Certificate of the Actuary Regarding the Contributions Payable by the Employing Authorities in 2013/14**

In accordance with Regulation 36 of the Local Government Pension Scheme (Administration) Regulations 2008 (the "Administration Regulations"), we certify that contributions should be paid by Employers at the following rates for the period 1st April 2011 to 31st March 2014.

i) A common rate of 14.6% of Pensionable Pay.

ii) Individual adjustments which, when added to or subtracted from the common rate, produce the following Employer contribution rates:

## CITY & COUNTY OF SWANSEA PENSION FUND

### 18. Actuarial Present Value of Promised Retirement Benefits - Statement of the Actuary for the year ended 31 March 2014 (continued)

<b>Employer</b>				
		<b>2011</b>	<b>2012</b>	<b>2013</b>
		% Pensionable Pay	% Pensionable Pay	% Pensionable Pay
<b>Administering Authority</b>				
City and County of Swansea		20.5	22.1	22.4
<b>Scheduled Bodies</b>				
Neath Port Talbot County Borough Council		21.5	21.9	22.0
	<b>Contribution Rate 1 April 2011 to 31 March 2014 % Pay</b>	<b>Additional Monetary Amount Year Commencing 1 April</b>		
		<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>Scheduled Bodies</b>		<b>£</b>	<b>£</b>	<b>£</b>
Coedffranc Community Council	19.1	11,000	11,600	12,200
Margam Joint Crematorium Committee	19.1	11,000	11,600	12,200
Neath Town Council	19.1	14,000	14,700	15,500
Swansea Bay Port Health Authority	19.1	15,000	15,800	16,600
Neath Port Talbot College	13.9	175,000	184,000	194,000
Swansea Metropolitan University	14.4	275,000	290,000	305,000
Gower College	14.1	206,000	217,000	228,000
Swansea City Waste Disposal Company	18.3	29,000	30,700	32,300
Pontardawe Town Council	19.3	220	230	240
Cilybeyll Community Council	20.5	-	-	-
Pelenna Community Council	17.1	360	380	400
<b>Admitted Bodies</b>				
Colin Laver Heating Limited	19.7	-	-	-
Swansea Bay Racial Equality Council	23.7	2,300	2,400	2,600
Babtie Group	14.6	-	-	-
Celtic Community Leisure	11.1	-	-	-
Wales National Pool	14.5	-	-	-
Capgemini	18.7	-	-	-
Phoenix Trust	13.9	-	-	-
NPT Homes	15.1	-	-	-

These represent the minimum contributions to be paid by each Employer. Employers may choose to pay additional contributions from time to time subject to the Administering Authority's agreement.

In addition, any extra liabilities falling on the Fund in respect of retirements under Regulation 18,19 or 30 of the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2008 (the "Benefits Regulations") should be financed by additional Employer contributions, calculated in a manner advised by the Actuary and payable over a period of 3 years.

In addition, any additional benefits granted under Benefits Regulation 12 or 13 should be financed by additional Employer contributions, under Administration Regulation 40 or as calculated in a manner advised by the actuary.

Additional contributions may be payable by any Admitted Bodies which have ceased to participate in the fund since 31 March 2010 and will be certified separately.

Contribution rates for Employers commencing participation in the Fund after 31 March 2010 will be advised separately.



## **CITY & COUNTY OF SWANSEA PENSION FUND**

### **18. Actuarial Present Value of Promised Retirement Benefits - Statement of the Actuary for the year ended 31 March 2014 (continued)**

Where payments due from an Employer listed in this Certificate are expressed as capital amounts, the amounts payable by that Employer should be adjusted to take account of any amounts payable, in respect of surplus or shortfall to which those capital payments relate, by new employers created after the valuation date which have been credited with proportions of the assets and liabilities of the relevant Employer. Any adjustment should be advised by the Fund Actuary.

### **19. Related party transactions**

£659k (£661k 2012/13) was paid to the City & County of Swansea for the recharge of Administration, I.T., Finance and Legal Services during the year.

Contributions received from admitted and scheduled bodies as detailed on page 146.

The City & County of Swansea acts as administering Authority for the City and County of Swansea Pension Fund (formerly the West Glamorgan Pension Fund).

Transactions between the Authority and the Pension Fund mainly comprise the payment to the Pension Fund of employee and employer payroll superannuation deductions, together with payments in respect of enhanced pensions granted by Former Authorities.

The Pension Fund currently has 32 scheduled and admitted bodies. Management of the Pension Scheme Investment Fund is undertaken by a panel. The panel is advised by two independent advisors.

### **Governance**

There are 7 councillor members of the pension committee who are active members in the City & County of Swansea Pension Fund. The benefit entitlement for the Councillors is accrued under the same principles that apply to all other members of the Fund.

## **CITY & COUNTY OF SWANSEA PENSION FUND**

### **20. Additional Voluntary Contributions**

Some members of the Fund pay voluntary contributions to the fund's AVC providers, The Prudential, to buy extra pension benefits when they retire. These contributions are invested in a wide range of assets to provide a return on the money invested. Some members also still invest and have funds invested with the legacy AVC providers, Equitable Life and Aegon.

The pension fund accounts do not include the assets held by The Prudential, Equitable Life or Aegon. AVCs are not included in the accounts in accordance with section 4(2)(b) of the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009 (SI 2009/3093) but are disclosed as a note only.

<b>AVC Provider</b>	<b>Value of Funds at 1st April 2013</b>	<b>Purchases at Cost (Contributions In/Out)</b>	<b>Sale Proceeds</b>	<b>Change in Market Value</b>	<b>Funds at 31st March 2014</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Prudential	2,644	1,162	-1,117	36	2,725
Aegon	1,535	50	-337	104	1,352
Equitable Life	400	2	-46	17	373
<b>Totals</b>	<b>4,579</b>	<b>1,214</b>	<b>-1,500</b>	<b>157</b>	<b>4,450</b>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 21. Membership

The Pension Fund covers City & County of Swansea employees (except for teachers, for whom separate pension arrangements apply), and other bodies included in the schedule.

Detailed national regulations govern the rates of contribution by employees and employers, as well as benefits payable. At 31st March 2014 there were 15,576 contributors, 10,833 pensioners and 9,663 deferred pensioners.

Membership statistics	31st March 2010 Number	31st March 2011 Number	31st March 2012 Number	31st March 2013 Number	31st March 2014 Number
Contributors	14,744	14,524	14,179	14,586	15,576
Pensioners	9,302	9,600	10,027	10,432	10,833
Deferred Pensioners	7,248	7,614	8,204	8,815	9,663
<b>Total</b>	<b>31,294</b>	<b>31,738</b>	<b>32,410</b>	<b>33,833</b>	<b>36,072</b>

See Appendix 1 for current year analysis

## 22. Fair Value of Investments

### Financial Instruments

The Fund invests mainly through pooled vehicles with the exception of three segregated equity mandates. The managers of these pooled vehicles invest in a variety of financial instruments including bank deposits, quoted equity instruments, fixed interest securities, direct property holdings and unlisted equity and also monitor credit and counterparty risk, liquidity risk and market risk.

### Financial Instruments - Gains & Losses

Gains and losses on financial instruments have been disclosed within note 9, 12 and 14 of the pension fund accounts.

### Fair Value – Hierarchy

The fair value hierarchy introduced as part of the new accounting Code under IFRS7 requires categorisation of assets based upon 3 levels of asset valuation inputs -

- Level 1 - quoted prices for similar instruments.
- Level 2 - directly observable market inputs other than Level 1 inputs.
- Level 3 - inputs not based on observable market data.

The table on the following page shows the position of the Fund's assets at 31st March 2013 and 2014 based upon this hierarchy:

# CITY & COUNTY OF SWANSEA PENSION FUND

## 22. Fair Value of Investments (continued)

	Market Value £'000	31 March 2013			Market Value £'000	31 March 2014		
		Level 1 £'000	Level 2 £'000	Level 3 £'000		Level 1 £'000	Level 2 £'000	Level 3 £'000
<b>Equities</b>								
UK Equities	297,494	297,494	-	-	324,568	-	-	-
Overseas Equities	282,996	282,996	-	-	313,060	-	-	-
<b>Pooled Investment Vehicles</b>								
Fixed-Interest Funds	109,679	-	109,679	-	117,200	-	117,200	-
UK Equity	123,346	-	123,346	-	128,747	-	128,747	-
Overseas Equity	196,330	-	196,330	-	207,937	-	207,937	-
Fixed Interest	62,091	-	62,091	-	64,271	-	64,271	-
Index-linked	20,590	-	20,590	-	20,720	-	20,720	-
Property Unit Trust	5,296	-	5,296	-	6,107	-	6,107	-
Property Fund	55,856	-	26,552	29,304	62,616	-	31,056	31,560
Hedge Fund	44,891	-	-	44,891	49,060	-	-	49,060
Global Tactical Asset Allocation	17,109	-	-	17,109	15,529	-	-	15,529
Private Equity	24,834	-	-	24,834	25,284	-	-	25,284
Cash	35,990	35,990	-	-	43,098	43,098	-	-
Other Investment Balances -								
Dividends Due	1,744	1,744	-	-	2,063	-	-	-
<b>Total</b>	<b>1,278,246</b>	<b>618,224</b>	<b>543,884</b>	<b>116,138</b>	<b>1,380,260</b>	<b>682,789</b>	<b>576,038</b>	<b>121,433</b>

## 23. INVESTMENT RISKS

As demonstrated above, the Fund maintains positions indirectly via its investment managers in a variety of financial instruments including bank deposits, quoted equity instruments, fixed interest securities, direct property holdings, unlisted equity products, commodity futures and other derivatives. This exposes the Fund to a variety of financial risks including credit and counterparty risk, liquidity risk, market risk and exchange rate risk.

### Procedures for Managing Risk

The principal powers to invest are contained in the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009 and require an Administering Authority to invest any pension fund money that is not needed immediately to make payments from the Pension Fund. These regulations require the Pension Fund to formulate a policy for the investment of its fund money. The Administering Authority's overall risk management procedures focus on the unpredictability of financial markets and implementing restrictions to minimise these risks. The Pension Fund annually reviews its Statement of Investment Principles (SIP) and corresponding Funding Strategy Statement (FSS), which set out the Pension Fund's policy on matters such as the type of investments to be held, balance between types of investments, investment restrictions and the way risk is managed.

The Fund continues to review its structure. A key element in this review process is the consideration of risk and for many years now the Fund has pursued a policy of lowering risk by diversifying investments across asset classes, investment regions and fund managers. Furthermore, alternative assets are subject to their own diversification requirements and some examples are given below.

- Private equity - by stage, geography and vintage where funds of funds are not used
- Property - by type, risk profile, geography and vintage (on closed ended funds)
- Hedge funds – multi-strategy and or funds of funds

### Manager Risk

The Fund is also well diversified by managers with no single active manager managing more than 25% of Fund assets. On appointment, fund managers are delegated the power to make such purchases and sales as they deem appropriate under the mandate concerned. Each mandate has a benchmark or target to outperform or achieve, usually on the basis of 3-year rolling periods. An update, at least quarterly, is required from each manager and regular meetings are held with managers to discuss their mandates and their performance on them. There are slightly different arrangements for some of the alternative assets. Some private equity and property investment is fund, rather than manager-specific, with specific funds identified by the investment sub group after careful due diligence. These commitments tend to be smaller in nature than main asset class investments but again regular performance reports are received and such investments are reviewed with managers at least once a year.

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

### Credit Risk

Credit risk is the risk that a counterparty to a financial instrument will fail to discharge an obligation or commitment that it has entered into with the Fund. As noted above almost all the Fund's investments are through pooled vehicles and a number of these are involved in derivative trades of various sorts including futures, swaps and options. Whilst the Fund is not a direct counterparty to such trades and so has no direct credit risk, clearly all derivative transactions incorporate a degree of risk and the value of the pooled vehicle, and hence the Fund's holding, could be impacted negatively by failure of one of the vehicle's counterparties. However, part of the operational due diligence carried out on potential manager appointees concerns itself with the quality of that manager's risk processes around counterparties and seeks to establish assurance that these are such as to minimise exposure to credit risk.

There has been no historical experience of default on the investments held by the pension fund.

Within the Fund, the areas of focus in terms of credit risk are bonds and some of the alternative asset categories.

- The Fund's active fixed-interest bond portfolio £117,200k is managed (by Goldman Sachs) on an unconstrained basis and has a significant exposure to credit, emerging market debt and loans. At 31st March 2014, the Fund's exposure to non-investment grade paper was 10.8% of the actively managed fixed income portfolio.
- On private equity the Fund's investments are almost entirely in the equity of the companies concerned. The Fund's private equity investments of £25,284K are managed by Harbourvest in a fund of funds portfolio.

On hedge fund of funds and multi-strategy vehicles, underlying managers have in place a broad range of derivatives. The Fund's exposure to hedge funds through its managers at 31st March 2014 is set out below with their relative exposure to credit risk.

	<b>March 2014</b> <b>£'000</b>	<b>Credit Exposure</b>
Fauchier Partners	23,376	14.2%
Blackrock	25,684	22.4%

### Liquidity Risk

The Pension Fund has its own bank accounts. At its simplest, liquidity risk is the risk that the Fund will not be able to meet its financial obligations when they fall due, especially pension payments to its members. At a strategic level the Administering Authority, together with its consulting actuary, reviews the position of the Fund triennially to ensure that all its obligations can be suitably covered.

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

Ongoing cash flow planning in respect of contributions, benefit payments, investment income and capital calls/distributions is also essential. This is in place with the Fund's position updated regularly.

Specifically on investments, the Fund holds through its managers a mixture of liquid, semi-liquid and illiquid assets. Whilst the Fund's investment managers have substantial discretionary powers regarding their individual portfolios and the management of their cash positions, they hold within their pooled vehicles a large value of very liquid securities, such as equities and bonds quoted on major stock exchanges, which can easily be realised. Traditional equities and bonds now comprise 83% of the Fund's value and, whilst there will be some slightly less liquid elements within this figure (emerging market equities and debt for example), the funds investing in these securities offer monthly trading at least – often weekly or fortnightly.

On alternative assets the position is more mixed. Most are subject to their own liquidity terms or, in the case of property, redemption rules. Closed-ended funds such as most private equity vehicles and some property funds are effectively illiquid for the specific period (usually 10 years), although they can be sold on the secondary market, usually at a discount.

The table below analyses the value of the Fund's investments at 31st March 2014 by liquidity profile.

	Amounts at				
	31st March 2014 £000s	Within 1 month £000s	1-3 months £000s	4-12 months £000s	> 1 Year £000s
<b>Equities</b>					
UK Equities	324,568	324,568	0	0	0
Overseas Equities	313,060	313,060	0	0	0
<b>Pooled Investment Vehicles</b>					
Fixed-Interest Funds	117,200	117,200	0	0	0
UK Equity	128,747	128,747	0	0	0
Overseas Equity	207,937	207,937	0	0	0
Fixed Interest	64,271	64,271	0	0	0
Index-linked	20,720	20,720	0	0	0
Property Unit Trust	6,107	0	0	6,107	0
Property Fund	62,616	0	0	31,056	31,560
Hedge Fund	49,060	0	0	49,060	0
Global Tactical Asset Allocation	15,529	0	0	15,529	0
Private Equity	25,284	0	0	0	25,284
Deposits with banks and other financial institutions	43,098	43,098	0	0	0
Other Investment Balances - Dividends Due	2,063	2,063	0	0	0
<b>Total</b>	<b>1,380,260</b>	<b>1,221,664</b>	<b>0</b>	<b>101,752</b>	<b>56,844</b>

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

It should be noted that different quoted investments are subject to different settlement rules but all payments/receipts are usually due within 7 days of the transaction (buy/sell) date. Because the Fund uses some pooled vehicles for quoted investments these are often subject to daily, weekly, 2-weekly or monthly trading dates. All such investments have been designated "within 1 month" for the purposes of liquidity analysis. Open-ended property funds are subject to redemption rules set by their management boards. Many have quarterly redemptions but these can be held back in difficult markets so as not to force sales and disadvantage continuing investors. For liquidity analysis purposes, a conservative approach has been applied and all such investments have been designated "within 4-12 months".

Closed-ended funds have been designated illiquid for the purposes of liquidity analysis. However, these closed-ended vehicles have a very different cash flow pattern to traditional investments since the monies committed are only drawn down as the underlying investments are made (usually over a period of 5 years) and distributions are returned as soon as underlying investments are exited (often as early as year 4). In terms of cash flow, therefore, the net cash flow for such a vehicle usually only reaches a maximum of about 60-70% of the amount committed and cumulative distributions usually exceed cumulative draw downs well before the end of the specified period, as these vehicles regularly return 1½ to 2½ times the money invested. At the same time, it has been the Fund's practice to invest monies on a regular annual basis so the vintage year of active vehicles ranges from 2000 to 2013.

This means that, whilst all these monies have been designated closed-ended and thereby illiquid on the basis of their usual "10-year life", many are closer to maturity than implied by this broad designation. As can be seen from the table, even using the conservative basis outlined above, around 88% of the portfolio is realisable within 1 month and 96% is realisable within 12 months.

### Market Risk

Market risk is the risk that the fair value or future cash flows of a financial institution will fluctuate because of changes in market price. The Fund is exposed to the risk of financial loss from a change in the value of its investments and the consequential danger that its assets will fail to deliver returns in line with the anticipated returns underpinning the valuation of its liabilities over the long term.

Market risk is comprised of two elements –

- The risks associated with volatility in the performance of the asset class itself (beta);
- The risks associated with the ability of managers, where allowed, to move away from index weights and to generate alpha, thereby offsetting beta risks by exceeding market performance.

The table on the following page sets out an analysis of the Fund's market risk positions at 31 March 2014 by showing the amount invested in each asset class and through each manager within each main asset class, the index used as a benchmark and the target set for managers against this benchmark.



## CITY & COUNTY OF SWANSEA PENSION FUND

### 23. INVESTMENT RISKS (continued)

Asset Class	Asset Allocation	Fund Manager		Benchmark	Performance target
		Passive	Active		
UK Equities	34% +/- 5%	14% L&G	20% Schroders	FTSE allshare	+3% p.a. over rolling 3year
Overseas Equities	34% +/- 5%	13% L&G	21% JP Morgan & Aberdeen Aberdeen	MSCI World all share (ex UK) MSCI Frontier Markets Index	+3% p.a. over rolling 3year +% p.a. over rolling 3year
Global Fixed Interest	15% +/- 5%	6% L&G	9% Goldman Sachs	Composite benchmark Standard Barclays Capital Aggregate	LIBOR +3% Barclays Capital Aggregate +0.75% over rolling 3year
Property	5% +/- 5%	-	5% Schroders, Partners & Invesco	IPD UK Pooled Property Fund Index	+ 1% p.a. over rolling 3 year, 8% absolute return
Hedge Funds	5% +/- 5%	-	5% Blackrock & Fauchier Partners	LIBOR	+4%
Private Equity	3% +/- 5%	-	3% Harbourvest	FTSE allshare	+3% p.a. over 3 year rolling
Global Tactical Asset Allocation	2% +/- 5%	-	2% BGI/Blackrock	LIBOR	+4%
Cash	2% +/- 5%	-	2% In house and cash flows of fund managers	7day LIBID	7day LIBID
<b>TOTAL</b>	100%	33%	67%		

The risks associated with volatility in market values are managed mainly through a policy of broad asset diversification. The Fund sets restrictions on the type of investment it can hold through investment limits, in accordance with the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009. The Fund also adopts a specific strategic benchmark (details can be found in the Fund's SIP summarised above) and the weightings of the various asset classes within the benchmark form the basis for asset allocation within the Fund. Under normal conditions there is quarterly rebalancing to this strategic benchmark within fixed tolerances. This allocation, determined through the Fund's asset allocation, is designed to diversify and minimise risk through a broad spread of investments across both the main and alternative asset classes and geographic regions within each asset class.

Market risk is also managed through manager diversification – constructing a diversified portfolio across multiple investment managers. On a daily basis, managers will manage risk in line with the benchmarks, targets and risk parameters set for the mandate, as well as their own policies and processes. The Fund itself monitors managers on a regular basis (at least quarterly) on all these aspects.

#### Price Risk

Price Risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all such instruments in the market.

The fund is exposed to share and derivative price risk. This arises from investments held by the fund for which the future price is uncertain. All securities investments present a risk of loss of capital. Except for shares sold short, the maximum risk resulting from financial instruments is determined by the fair value of the financial instruments. Possible losses from shares sold short is unlimited.

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

The fund's investment managers mitigate this price risk through diversification and the selection of securities and other financial instruments is monitored by the Pension Fund Committee to ensure it is within limits specified in the fund investment strategy.

Following analysis of historical data and expected investment return movement during the financial year, and in consultation with the fund's investment advisors, the council has determined that the following movements in market price risk are reasonably possible. Had the market price of the fund investments increased/decreased in line with the potential market movements, the change in the net assets available to pay benefits in the market price as at 31 March 2014 would have been as follows:

### Price Risk

Asset Type	Value (£'000)	% Change	Value on Increase	Value on Decrease
UK Equities	453,315	12.59%	510,387	396,243
Overseas Equities	520,997	12.13%	584,194	457,800
Total Bonds & Index-Linked	202,191	2.47%	207,185	197,197
Cash	43,098	0.02%	43,107	43,089
Property	68,723	2.61%	70,517	66,929
Alternatives	89,873	3.00%	92,569	87,177
Other Investment Balances	2,063	0.00%	2,063	2,063
<b>Total Assets*</b>	<b>1,380,260</b>	<b>8.35%</b>	<b>1,495,512</b>	<b>1,265,008</b>

*\*The % change for Total Assets includes the impact of correlation across asset classes*

and as at 31 March 2013:

### Price Risk

Asset Type	Value (£'000)	% Change	Value on Increase	Value on Decrease
UK Equities	420,840	13.4%	477,148	364,532
Overseas Equities	479,326	13.1%	542,022	416,630
Total Bonds & Index Linked	192,360	2.6%	197,342	187,378
Cash	35,990	0.0%	35,994	35,986
Property	61,152	3.0%	63,011	59,293
Alternatives	86,834	3.3%	89,726	83,942
Other Investment Balances	1,744	0.0%	1,744	1,744
<b>Total Assets*</b>	<b>1,278,246</b>	<b>8.8%</b>	<b>1,390,220</b>	<b>1,166,272</b>

*\*The % change for Total Assets includes the impact of correlation across asset classes*

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

### Currency Risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The fund is exposed to currency risk on financial instruments that are denominated in any currency other than the functional currency of the fund (£UK). The fund holds both monetary and non-monetary assets denominated in currencies other than £UK.

In consultation with the fund's investment advisors, the council has determined that the following movements in currencies are reasonably possible. The following represents a sensitivity analysis associated with foreign exchange movements as at 31 March 2014:

<b>Currency Risk (by currency)</b>				
<b>Currency</b>	<b>Value (£'000)</b>	<b>% Change</b>	<b>Value on Increase</b>	<b>Value on Decrease</b>
Australian Dollar	5,099	9.80%	5,599	4,599
Brazilian Real	8,090	12.69%	9,117	7,063
Canadian Dollar	9,422	6.04%	9,991	8,853
Danish Krone	1,415	6.26%	1,504	1,326
EURO	89,647	6.31%	95,304	83,990
Hong Kong Dollar	6,029	7.98%	6,510	5,548
Indian Rupee	5,766	10.84%	6,391	5,141
Indonesian Rupiah	2,094	11.05%	2,325	1,863
Israeli Shekel	628	6.94%	672	584
Japanese Yen	36,631	11.54%	40,858	32,404
Mexican Peso	2,357	10.03%	2,593	2,121
Norwegian Krone	745	8.79%	810	680
Singapore Dollar	3,181	5.71%	3,363	2,999
South African Rand	2,236	11.31%	2,489	1,983
South Korean Won	6,251	6.56%	6,661	5,841
Swedish Krona	6,347	7.03%	6,793	5,901
Swiss Franc	27,523	7.42%	29,565	25,481
Taiwan Dollar	4,873	5.63%	5,147	4,599
US Dollar	162,996	8.07%	176,150	149,842
Other	7,091	5.21%	7,460	6,722
North America Basket	76,747	7.61%	82,587	70,907
Europe ex UK Basket	50,213	6.01%	53,231	47,195
Asia Pacific ex Japan Basket	18,817	6.11%	19,967	17,667
Emerging Basket	43,402	6.37%	46,167	40,637
<b>Total Currency*</b>	<b>577,600</b>	<b>5.13%</b>	<b>607,210</b>	<b>547,990</b>

*\*The % change for Total Currency includes the impact of correlation across the underlying currencies*

# CITY & COUNTY OF SWANSEA PENSION FUND

## 23. INVESTMENT RISKS (continued)

and as at 31 March 2013:

<b>Currency Risk (by currency)</b>				
<b>Currency</b>	<b>Value (£'000)</b>	<b>% Change</b>	<b>Value on Increase</b>	<b>Value on Decrease</b>
Australian Dollar	4,631	10.0%	5,092	4,170
Brazilian Real	8,367	11.6%	9,339	7,395
Canadian Dollar	7,687	5.6%	8,118	7,256
Danish Krone	423	7.7%	456	390
EURO	71,274	7.8%	76,833	65,715
Hong Kong Dollar	7,197	8.5%	7,812	6,582
Indian Rupee	3,589	9.3%	3,922	3,256
Indonesian Rupiah	1,739	7.1%	1,862	1,616
Japanese Yen	38,999	11.8%	43,589	34,409
Mexican Peso	3,466	9.3%	3,788	3,144
Norwegian Krone	504	9.0%	550	458
Singapore Dollar	3,383	5.8%	3,579	3,187
South African Rand	1,577	12.0%	1,765	1,389
South Korean Won	6,397	7.6%	6,880	5,914
Swedish Krona	5,079	8.1%	5,492	4,666
Swiss Franc	25,052	9.4%	27,397	22,707
Taiwan Dollar	4,725	7.2%	5,063	4,387
Thai Baht	485	7.9%	523	447
Turkish Lira	1,787	8.8%	1,944	1,630
US Dollar	148,583	8.7%	161,569	135,597
Other	10,246	5.3%	10,789	9,703
North America Basket	71,710	8.3%	77,662	65,758
Europe ex UK Basket	43,392	7.2%	46,503	40,281
Asia Pacific ex Japan Basket	20,151	6.3%	21,423	18,879
Emerging Basket	43,021	6.4%	45,787	40,255
<b>Total Currency*</b>	<b>533,464</b>	<b>5.2%</b>	<b>561,462</b>	<b>505,466</b>

*\*The % change for Total Currency includes the impact of correlation across the underlying currencies*

## 24. Further Information

Further information about the fund can be found in Appendices 2 to 4. Information can also be obtained from the Chief Treasury & Technical Officer, Civic Centre, Oystermouth Road, Swansea SA1 3SN or on [www.swanseapensionfund.org.uk](http://www.swanseapensionfund.org.uk).

## 25. Financial Position

The accounts outlined within the statement represent the financial position of the City and County of Swansea Pension Fund at 31st March 2014.

# CITY & COUNTY OF SWANSEA PENSION FUND

Appendix 1

## SCHEDULE OF EMPLOYING BODIES AND CONTRIBUTION RATES FOR THE PERIOD 1<sup>ST</sup> APRIL 2013 TO 31<sup>ST</sup> MARCH 2014

Contributors	Pensioners	Deferred Benefits	Employer Contribution Rate (% of Pensionable Pay) plus additional annual monetary amount	
Administering Authority	Number @ 31/03/14	Number @ 31/03/14	Number @ 31/03/14	
City & County of Swansea	8,136	4,430	4,207	22.4%
<b>Scheduled Bodies</b>				
Neath Port Talbot County Borough Council	5,341	3,027	3,927	22.0%
Briton Ferry Town Council	0	1	1	-
Cilybebyll Community Council	5	0	1	20.5%
Clydach Community Council	0	0	1	-
Coedffranc Community Council	2	3	1	19.1% (+ £11,600)
Gower College	401	184	373	14.1% (+ £217,000)
Lliw Valley BC	0	260	28	-
Margam Joint Crematorium Committee	2	13	5	19.1% (+ £11,600)
NPTC Group	537	180	305	13.9% (+ £184,000)
Neath Port Talbot Waste Management Co.	0	1	0	-
Neath Town Council	13	13	7	19.1% (+ £14,700)
Pelenna Community Council	2	1	3	17.1% (+ £380)
Pontardawe Town Council	5	1	0	19.3% (+ £230)
Swansea Bay Port Health Authority	2	9	2	19.1% (+ £15,800)
Swansea City Waste Disposal Company	0	18	3	18.3% (+ £30,700)
University of Wales Trinity St Davids	248	106	184	14.4% (+ £290,000)
West Glamorgan County Council	0	2,406	340	-
West Glamorgan Magistrates Courts	0	38	19	-
West Glamorgan Probation Service	0	56	9	-
West Glamorgan Valuation Panel	0	5	0	-
<b>Admitted Bodies</b>				
BABTIE	0	3	11	14.6%
Celtic Community Leisure	119	27	115	11.1%
Colin Laver Heating Limited	2	0	2	19.7%
Swansea Bay Racial Equality Council	2	0	1	23.7% (+ £2,400)
The Careers Business	0	4	11	-
Wales National Pool	52	3	38	14.5%
West Wales Arts Association	0	2	0	-
Capgemini	11	1	4	18.7%
NPT Homes	410	26	34	15.1%
Phoenix Trust	1	1	3	13.9%
Grwp Gwalia	285	14	28	20.4%
<b>Total</b>	<b>15,576</b>	<b>10,833</b>	<b>9,663</b>	

# **CITY & COUNTY OF SWANSEA PENSION FUND**

## **Appendix 2**

### **Legislative Changes in the Local Government Pension Scheme (LGPS)**

#### **LGPS 2014**

A Government review of public sector pension schemes in 2011, chaired by Lord Hutton, recommended that significant reform was required to make them more sustainable and affordable in the long term, fair to public workers and the tax payer.

In response to the review, the Public Services Pensions Act 2013 provides the framework for reform and specifies some of the changes to be reflected in the new public sector schemes.

The majority of public sector schemes will be revised with effect from 1 April 2015; however, as part of the discussions to determine the terms of the new scheme, the Government agreed that the reformed Local Government Pension Scheme in England and Wales would come into effect on 1st April 2014, one year earlier than other public service schemes.

A consultation exercise took place during 2013 and the following regulations issued, which are effective from 1 April 2014.

a) The Local Government Pension Scheme Regulations 2013 were made on 12 September 2013.

The main changes include :

- A Career Average Revalued Earnings (CARE) Scheme where benefits accrue at 1/49th of pensionable pay for each year of membership and will subsequently be revalued by CPI.
- The definition of pensionable pay now includes non-contractual overtime and additional hours.
- Tiered contribution rates have now been extended and range from 5.5% for employees earning less than £13,500 per annum to 12.5% for employees earning more than £150,000 per annum.
- The rate of contribution is matched to actual pensionable pay rather than the whole-time equivalent of pensionable pay which has resulted in many part-time employees paying lower rate contributions.

### Legislative Changes in the Local Government Pension Scheme (LGPS) (continued)

- Contribution flexibility has been introduced where members can pay 50% contributions for 50% of pension benefits.
  - Normal Pension Age in the LGPS is equal to the individual member's State Pension Age.
  - For new contracts commenced on or after 1 April 2014, the amount LGPS members may pay as Additional Voluntary Contributions (AVCs) is increased to 100% of pensionable pay; however, the amount of tax free cash available from the AVC fund at retirement is limited to 25% of the member's total AVC pot (tax implications would apply where the growth in pension benefits, including any AVC's paid, exceeds £40,000 in one year).
- b) The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 were made on 5 March 2014 and confirm that :
- Accrued pension rights built up to 31 March 2014 retain the final salary link for those employees who were LGPS members on 31 March 2014.
  - Provide a statutory underpin, to ensure a pension, at least equal to that under the 2008 Scheme for those members who were within 10 years of their Normal Pension Age on 1 April 2012.

### Consultation - Reform of the LGPS Structure

In June 2013, the Government launched a call for evidence on the future structure of the LGPS to determine ways of significantly reducing the costs of the Scheme.

Building on the responses to the call for evidence, a consultation was issued on 1 May 2014, to be completed by 11 July 2014, setting out the Government's preferred approach to reform and seeking views, if adopted, how these reforms might be implemented effectively.

### **Investment Fund Management**

The investment of the Fund is the responsibility of the Pension Fund Committee. The Committee as at 31st March 2014 comprised of :

- 7 Council Members (one member from Neath Port Talbot CBC representing other scheme members) advised by:
  - Section 151 Officer
  - Chief Treasury & Technical Officer
  - 2 Independent Advisers.

The Committee, after taking account of the views of the independent advisers and appointed actuary to the Fund, is responsible for determining broad investment strategy and policy, with appointed professional fund managers undertaking the operational management of the assets.

The fund has implemented a fully diversified investment approach with a view to reducing the volatility of investment returns, whilst maintaining above benchmark growth. The fund employs the services of specialist managers to outperform in each asset class invested in.

The investment managers are:

- Global Equities - JP Morgan Asset Management and Aberdeen Asset Management
- Global Bonds - Goldman Sachs Asset Management
- Fund of Hedge Funds - BlackRock and Fauchier Partners
- Fund of Private Equity Funds - Harbourvest
- Property - Invesco
- Fund of Property Funds - Partners Group and Schrodgers Investment Management
- Global Tactical Asset Allocation (GTAA) - BlackRock (ex BGI)



### **Other Fund Documents**

The City & County of Swansea Pension Fund is required by regulation to formulate a number of regulatory documents outlining its policy. Copies of the :

- Statement of Investment Principles
- Governance Statement
- Funding Strategy Statement
- Communication Policy

are available on request from the City & County of Swansea Pension Fund website  
<http://www.swanseapensionfund.org.uk/>

# GROUP ACCOUNTS

## Introduction

1. These accounts consolidate the City and County of Swansea's accounts with the accounts of companies in which the Authority has an interest and are considered to be part of our group.

2. The CIPFA Code of Practice on Local Authority Accounting 2013/14 requires that Group Accounting Statements have to be prepared, consolidating the accounts of the parent and any subsidiary, associate or joint undertakings. An assessment of the activities and interests of City and County of Swansea has been undertaken, which has determined that City and County of Swansea Group consists of the local authority as the parent, and the following companies:

Swansea City Waste Disposal Limited (SCWDC)	Subsidiary
Wales National Pool Swansea (WNPS)	Joint Venture
National Waterfront Museum Swansea (NWMS)	Joint Venture
Swansea Stadium Management Company Limited (SSMC)	Associate
Bay Leisure Limited	Associate

3. The nature of the Authority's interest in these companies and the basis for the estimation of the degree of control the Authority holds is detailed below:-

### **- Swansea City Waste Disposal Company Limited - Subsidiary**

The Company was a wholly owned subsidiary of the Authority until 31st July 2013 on which date the assets, liabilities and balances transferred. The Authority owned the total issued share capital of the Company comprising 4,879,000 ordinary shares of £1.

In January 2013 the Authority made a decision to undertake future waste disposal operations in-house rather than through the Company. This was formally undertaken with effect from 31st July 2013 and as of that date all Assets, Liabilities and Balances of the Company were transferred to the City and County of Swansea. The Swansea City Waste Disposal Company has ceased trading and is a dormant company.

The activities of the Company involve the management of the baling plant, civic amenity sites and the central land disposal site at Tir John and the management of significant waste disposal contract payments for the disposal of waste at sites in Merthyr and Haverfordwest in South Wales.

The net liabilities of Swansea City Waste Disposal Company Limited as at 31st March 2013 were £4.323m.

### **- Wales National Pool Swansea – Joint Venture**

The Wales National Pool Swansea ("the Company") is a company limited by guarantee. The purpose of the company is to operate the Wales National 50 Metre Pool which is located in Swansea.

Under the constitution of the Company, the Authority has appointed three directors to the Board of the Company, three further directors have been appointed by the University of Wales (Swansea) with one further appointed independent director.

## **GROUP ACCOUNTS**

The City and County of Swansea was responsible for the construction of the pool complex, with the bulk of funding being supplied by the National Lottery Sports Foundation. The pool has been constructed on land owned by the University of Wales, Swansea. The pool complex is leased to the company at a peppercorn rent. Due to the nature of the facility, which is unlikely to show profitability, the development is not thought to have a high commercial value.

The net assets of Wales National Pool (Swansea) Limited at 31st March 2014 are zero (2013 zero).

### **- National Waterfront Museum Swansea (NWMS) - Joint Venture**

The National Waterfront Museum Swansea (“the Company”) is limited by guarantee and is a registered charitable trust (charity number 1090512). The Company has seven directors, of which three are appointed by the City and County of Swansea, three by the National Museums and Galleries of Wales, with the seventh director being an independent chairman.

The purpose of the Company was to develop the National Industrial and Maritime Museum at Swansea which opened in Spring 2006. The Company derived its funds from several sources, including the Welsh Government, The National Museums and Galleries of Wales, the former Welsh Development Agency and the Heritage Lottery Fund.

During 2002/03, the Authority granted a lease to the Company of a substantial portion of the site on which the new museum has been developed. The lease was granted at a peppercorn rental. This lease constitutes the Authority’s commitment to the scheme.

The completed museum has been leased to the National Museums and Galleries of Wales at a peppercorn rent by the Company.

The net assets of the National Waterfront Museum Swansea at 31st March 2014 are £19,147,639 (2013 £19,304,747).

### **- Swansea Stadium Management Company Limited (SSMC) – Associate**

In March 2005, the City and County of Swansea purchased shares to the value of £50,000 in Swansea Stadium Management Company Limited, a company formed to operationally run the Liberty Stadium in Swansea. The stadium is a circa- 20,000 seat stadium, and is the home to Swansea City AFC Limited and Ospreys Rugby Limited.

The stadium also has a number of banqueting and hospitality suites which can also be used for activities outside of sporting events.

The stadium was constructed by the City and County of Swansea, and is leased to SSMC on a 50 year lease. The shareholding represents a one-third holding in the company with the other shares held by the above organisations equally.

## **GROUP ACCOUNTS**

The constitution of the Company is such that although all shareholders have an equal vote in operational issues, for matters deemed of a significant nature the City and County of Swansea may veto any decisions made by the Board, including the appointment of senior officers and the commissioning of events to be held at the stadium.

Although the Authority is able to share in any surplus the Company may make on trading operations, it is indemnified from contributing to any loss under a specific supplementary Joint Venture Agreement made with the remaining shareholders during 2006. On the basis that the Company has been loss making during 2013/14 and the profit was immaterial in 2012/13 the company's results have not been consolidated into the Group Accounts.

### **- Bay Leisure Limited – Associate**

This is a company limited by guarantee which has been established as a non profit making trust in order to undertake the day-to-day management of the “LC”, which is a purpose built leisure complex in Swansea.

The LC was officially opened on 18<sup>th</sup> March 2008.

The Authority's interest in the company is limited to a guarantee of £1 together with the appointment of two directors out of eleven who make up the Board.

The Authority is obliged to consider funding requests from the Company on an annual basis and will commit each financial year to making payment in respect of an agreed management fee which is negotiated annually. No consolidation of the Company's results has been undertaken in 2012/13 or 2013/14 due to the immateriality of the Company's results.

The net assets of Bay Leisure Limited at 31st March 2014 are £312,380 (2013 £372,262).

# GROUP ACCOUNTS

## 4. The core Group Accounts for 2013/2014 consists of:-

- **The Group Movement In Reserves Statement** which shows the movement on the different reserves held by the Group.
- **The Group Income and Expenditure Statement** which records the income and expenditure on the Group's activities.
- **The Group Balance Sheet** which sets out all the assets and liabilities of the Group and the reserves and liabilities that underlay those net assets.
- **The Group Cash Flow Statement** which summarises the inflows and outflows of cash and cash equivalents arising from transactions with parties external to the Group.

## 5. Accounting Policies and Notes to the Accounting Statements

Notes have been provided to the Group Accounting Statements only where the disclosure for the Group differs from that required for the Local Authority due to the combination of the accounts of the various entities. Applicable Accounting Policies are outlined in Note 1 in the Notes to the Council Financial Statements.

## 6. Intra-group transactions and balances

Where necessary, transactions between the various Group members have been eliminated from the Group Income and Expenditure figures so as not to overstate these figures in the Group Income and Expenditure Statement. Similarly, balances owed between the Group members have been eliminated to the extent that they exist as at 31st March 2014.

## 7. Effect of IAS 19 Pension Liabilities on Group Reserves.

IAS 19 requires that entries are included in the Group Balance Sheet for the Group's share of assets and liabilities of the Local Authority Pension Scheme.

The requirement of IAS 19 in relation to Local Authority Accounts allows the creation of a debit reserve (the Pension Reserve) which effectively offsets the liabilities that have been created by the calculated deficit in relation to the pension fund as at 31st March 2014.

All the employees of the Swansea City Waste Disposal Company were transferred to the Authority during the year and the overall pension liability has been amalgamated into the Authority's pension liability.

## **GROUP MOVEMENT IN RESERVES STATEMENT**

This Statement shows the movement in the year on the different reserves held by the Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and unusable reserves.

The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance and the Housing Revenue Account for council tax setting and dwellings rent setting purposes.

The Net Increase/Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance and Housing Revenue Account Balance before any discretionary transfers to or from earmarked reserves undertaken by the Authority.

## GROUP MOVEMENT IN RESERVES STATEMENT

Restated 2012/13	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000	Authority's Share of Subsidiaries, Associates and Joint Ventures £'000	Total Group Reserves £'000
<b>Balance at 31 March 2012</b>	<b>6,277</b>	<b>54,438</b>	<b>16,058</b>	<b>13,089</b>	<b>19,951</b>	<b>109,813</b>	<b>59,757</b>	<b>169,570</b>	<b>-1,367</b>	<b>168,203</b>
<b>Movement in reserves during 2012/13</b>										
Surplus or (deficit) on the provision of services	-26,609	0	-4,750	0	0	-31,359	0	-31,359	6,697	-24,662
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	21,952	21,952	0	21,952
<b>Total Comprehensive Income and Expenditure</b>	<b>-26,609</b>	<b>0</b>	<b>-4,750</b>	<b>0</b>	<b>0</b>	<b>-31,359</b>	<b>21,952</b>	<b>-9,407</b>	<b>6,697</b>	<b>-2,710</b>
Adjustments between accounting basis & funding basis under regulations	30,999	0	2,622	-2,226	5,212	36,607	-36,607	0	0	0
<b>Net Increase/Decrease before Transfers to Earmarked Reserves</b>	<b>4,390</b>	<b>0</b>	<b>-2,128</b>	<b>-2,226</b>	<b>5,212</b>	<b>5,248</b>	<b>-14,655</b>	<b>-9,407</b>	<b>6,697</b>	<b>-2,710</b>
Transfers to Earmarked Reserves	2,488	-2,416	28	-100	0	0	0	0	0	0
<b>Decrease/Increase in 2012/13</b>	<b>6,878</b>	<b>-2,416</b>	<b>-2,100</b>	<b>-2,326</b>	<b>5,212</b>	<b>5,248</b>	<b>-14,655</b>	<b>-9,407</b>	<b>6,697</b>	<b>-2,710</b>
<b>Balance at 31 March 2013 carried forward</b>	<b>13,155</b>	<b>52,022</b>	<b>13,958</b>	<b>10,763</b>	<b>25,163</b>	<b>115,061</b>	<b>45,102</b>	<b>160,163</b>	<b>5,330</b>	<b>165,493</b>

## GROUP MOVEMENT IN RESERVES STATEMENT

2013/14	General Fund Balance £'000	Earmarked General Fund Reserves £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Capital Grants Unapplied £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000	Authority's Share of Subsidiaries, Associates and Joint Ventures £'000	Total Group Reserves £'000
<b>Balance at 31 March 2013 brought forward</b>	<b>13,155</b>	<b>52,022</b>	<b>13,958</b>	<b>10,763</b>	<b>25,163</b>	<b>115,061</b>	<b>45,102</b>	<b>160,163</b>	<b>5,330</b>	<b>165,493</b>
Movement in reserves during 2013/14										
Deficit on the provision of services	-23,625	0	-730	0	0	-24,355	0	-24,355	4,244	-20,111
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	240,665	240,665	0	240,665
<b>Total Comprehensive Income and Expenditure</b>	<b>-23,625</b>	<b>0</b>	<b>-730</b>	<b>0</b>	<b>0</b>	<b>-24,355</b>	<b>240,665</b>	<b>216,310</b>	<b>4,244</b>	<b>220,554</b>
Adjustments between accounting basis & funding basis under regulations	26,942	0	1,088	1,044	-3,182	25,892	-25,892	0	0	0
<b>Net Decrease/Increase before Transfers to Earmarked Reserves</b>	<b>3,317</b>	<b>0</b>	<b>358</b>	<b>1,044</b>	<b>-3,182</b>	<b>1,537</b>	<b>214,773</b>	<b>216,310</b>	<b>4,244</b>	<b>220,554</b>
Transfers from/to Earmarked Reserves	-3,317	2,964	-349	702	0	0		0		0
<b>Decrease/Increase in Year</b>	<b>0</b>	<b>2,964</b>	<b>9</b>	<b>1,746</b>	<b>-3,182</b>	<b>1,537</b>	<b>214,773</b>	<b>216,310</b>	<b>4,244</b>	<b>220,554</b>
<b>Balance at 31 March 2014 carried forward</b>	<b>13,155</b>	<b>54,986</b>	<b>13,967</b>	<b>12,509</b>	<b>21,981</b>	<b>116,598</b>	<b>259,875</b>	<b>376,473</b>	<b>9,574</b>	<b>386,047</b>



## **GROUP INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31ST MARCH 2014**

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

<b>Restated 2012/13</b>			<b>2013/14</b>		
<b>Gross</b>	<b>Gross</b>	<b>Net</b>	<b>Gross</b>	<b>Gross</b>	<b>Net</b>
<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Expenditure £'000</b>	<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Expenditure £'000</b>
					Central services
27,034	-23,276	3,758	7,659	-3,867	3,792
					to the public
34,334	-10,969	23,365	39,580	-13,701	25,879
					Cultural and
					related services
277,288	-55,774	221,514	280,751	-52,790	227,961
					Education and
					children's
					services
44,710	-24,036	20,674	49,624	-28,794	20,830
					Highways and
					transport
57,948	-50,028	7,920	57,643	-51,930	5,713
					Local authority
					housing (HRA)
111,289	-107,836	3,453	111,845	-103,569	8,276
					Other housing
					services
98,300	-29,635	68,665	98,651	-25,344	73,307
					Adult social care
					Environmental
					and regulatory
36,481	-22,896	13,585	33,880	-16,223	17,657
					services
					Planning
25,903	-14,659	11,244	23,853	-11,735	12,118
					services
					Corporate and
14,171	-10,105	4,066	23,129	-7,170	15,959
					democratic core
					Non distributed
17,545	-2,186	15,359	11,822	-2,243	9,579
					costs - other
					<b>Cost of</b>
<b>745,003</b>	<b>-351,400</b>	<b>393,603</b>	<b>738,437</b>	<b>-317,366</b>	<b>421,071</b>
					<b>Services</b>

## **GROUP INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31ST MARCH 2014**

Gross	Restated 2012/13 Gross	Net		Gross	2013/14 Gross	Net
Expenditure £'000	Income £'000	Expenditure £'000		Expenditure £'000	Income £'000	Expenditure £'000
26,432	0	26,432	Other operating expenditure	25,105	0	25,105
44,648	-6,796	37,852	Financing and investment income and expenditure (Note 13)	78,095	-47,104	30,991
0	-433,303	-433,303	Taxation and non-specific grant income (Note 14)	0	-457,135	-457,135
		<b>24,584</b>	<b>(Surplus) or Deficit on Provision of Services</b>			<b>20,032</b>
		78	Share of the surplus or deficit on the provision of services by associates and joint ventures			79
		<b>24,662</b>	<b>Group (Surplus)/ Deficit</b>			<b>20,111</b>

## **GROUP INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31ST MARCH 2014**

<b>Gross</b>	<b>Restated 2012/13 Gross</b>	<b>Net</b>	<b>Gross</b>	<b>2013/14 Gross</b>	<b>Net</b>
<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Expenditure £'000</b>	<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Expenditure £'000</b>
		(Surplus) or deficit on revaluation of Property, Plant and Equipment assets			-67,305
		-58,972			
		37,020			-173,360
		<u>-21,952</u>			<u>-240,665</u>
		<b>Other Comprehensive Income and Expenditure</b>			
		<b>2,710</b>			<b>-220,554</b>
		<u><u>2,710</u></u>			<u><u>-220,554</u></u>

## GROUP BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by the reserves held by the Authority. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Authority 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 or repay debt). The second category of reserves are those that the Authority 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'.

<b>31 March</b> <b>2013</b> <b>£'000</b>	<b>31 March</b> <b>2014</b> <b>£'000</b>
<b>Property, Plant &amp; Equipment</b>	
112,652 Council dwellings	131,718
539,163 Other land and buildings	558,666
11,769 Vehicles, plant, furniture and equipment	12,956
220,894 Infrastructure assets	229,390
11,713 Community assets	11,324
7,294 Surplus assets	6,173
12,099 Assets under construction	28,983
<b>915,584</b>	<b>979,210</b>
26,096 Heritage Assets	26,127
114,202 Investment Property	122,163
1,610 Intangible Assets	1,188
74 Long Term Investments	74
9,653 Investments in Associates and Joint Ventures	9,574
906 Long Term Debtors	1,741
<b>1,068,125 Long Term Assets</b>	<b>1,140,077</b>
83,724 Short Term Investments	36,178
1,269 Assets Held for Sale	767
2,185 Inventories	1,965
58,601 Short Term Debtors (Note 8)	58,217
28,352 Cash and Cash Equivalents (Note 11)	64,727
<b>174,131 Current Assets</b>	<b>161,854</b>
-11,688 Short Term Borrowing	-12,367

## GROUP BALANCE SHEET

31 March 2013 £'000	31 March 2014 £'000
-56,704 Short Term Creditors (Note 9)	-62,710
-37,937 Provisions (Note 10)	-29,912
<b>-106,329 Current Liabilities</b>	<b>-104,989</b>
-5,015 Long Term Creditors	-3,589
-18,319 Provisions (Note 10)	-14,418
-320,101 Long Term Borrowing	-312,188
-626,999 Other Long Term Liabilities	-480,700
<b>-970,434 Long Term Liabilities</b>	<b>-810,895</b>
<b>165,493 Net Assets</b>	<b>386,047</b>
<b>Usable Reserves</b>	
19,884 Balances - General Fund	22,729
13,958 Balances - Housing Revenue Account	13,967
10,763 Capital Receipts Reserve	12,509
25,163 Capital Grants Unapplied Account	21,981
52,022 Earmarked Reserves	54,986
<b>121,790</b>	<b>126,172</b>
<b>Unusable Reserves (Note 12)</b>	
167,061 Revaluation Reserve	223,832
-626,999 Pensions Reserve	-480,700
512,649 Capital Adjustment Account	525,447
-1,321 Financial Instrument Adjustment Account	-1,434
-7,687 Accumulated Absences Account	-7,270
<b>43,703</b>	<b>259,875</b>
<b>165,493 Total Reserves</b>	<b>386,047</b>

## **GROUP CASH FLOW STATEMENT**

The Cash Flow Statement shows the changes in cash and cash equivalents of the Authority during the reporting period. The statement shows how the Authority 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 Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority'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 Authority.

<u><b>2012/13</b></u> <u><b>£'000</b></u>	<u><b>2013/14</b></u> <u><b>£'000</b></u>
-24,584 Net surplus / deficit on the provision of services	-20,032
Adjustments to net surplus or deficit on the provision of services for 95,407 non-cash movements	80,162
Adjustments for items included in the net surplus or deficit on the -37,242 provision of services that are investing and finance activities	-38,201
33,581 Net cash flows from operating activities (note 15)	21,929
-10,939 Investing activities (note 16)	21,680
-25,409 Financing activities (note 17)	-7,234
-2,767 Net increase or decrease in cash and cash equivalents	36,375
31,119 Cash and cash equivalents at the beginning of the operating period	28,352
<b>Cash and cash equivalents at the end of the operating period</b> <b>28,352 (note 11)</b>	<b>64,727</b>

# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 1. Intra-Group Transactions

The following intra-group transactions have been eliminated on preparation of the Group Income & Expenditure Statement:

<u>2012/13</u> <u>£'000</u>		<u>2013/14</u> <u>£'000</u>
9,062	Sales to City and County of Swansea	0
-218	Purchases from City and County of Swansea	0
-107	Rent, Rates & Royalties	0
753	Debtors	0
-217	Creditors	0

## 2. Continuing Group Activities

In accordance with IFRS 5 "Non-current assets held for sale and discontinued operations", all Group activities were classified as 'Continuing' during the year. There were no material acquisitions or discontinuations of services as defined by the Standard.

## 3. Pension Costs

In addition to the City and County of Swansea, the Swansea City Waste Disposal Company Limited contributes to the CCS Pension Fund, at a common rate applicable to a group of employers which is set having regard to the assets and liabilities of the group as a whole.

The Swansea City Waste Disposal Company Limited contributions to the scheme for the year ended 31st March 2013 amounted to £63k.

Further analysis can be found in the Notes to the City and County of Swansea Pension Fund (pages 140 to 177).

## 4. Tax on Profit on Ordinary Activities

The Group's total tax liability on profits generated arises out of the activities of the subsidiary, Swansea City Waste Disposal Company Limited.

There was no tax chargeable for 2012/13.

# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 5. Analysis of Net Assets Employed

The total net assets of the Group can be analysed according to the relevant entity to which they relate, as follows:

<b>31st March</b>		<b>31st March</b>
<b>2013</b>		<b>2014</b>
<b>£'000</b>		<b>£'000</b>
785,763	City and County of Swansea (Parent)	857,173
-2,924	Swansea City Waste Disposal Company Limited (Subsidiary)	0
9,653	National Waterfront Museum Swansea (Joint Venture)	9,574
<b>792,492</b>	<b>Net Assets Employed (exc. Pension Fund)</b>	<b>866,747</b>
-626,999	Net Group Pension Fund Liabilities	-480,700
<b>165,493</b>	<b>Net Assets Employed</b>	<b>386,047</b>

## 6. Construction of the Group Accounts

The following are the dates of relevant company accounts used for consolidation:-

Swansea City Waste Disposal Company Limited - Annual report for the year ending 31st March 2012, Management Accounts have been received for the year ending 31st March 2013,  
National Waterfront Museum Swansea - Draft Financial Statements for the year ending 31st March 2014,

Wales National Pool Swansea - Report and financial statements for the year ended 31st July 2013.

In the opinion of the Authority the use of the above information is likely to adequately reflect the extent and nature of group income and expenditure and assets and liabilities that exist as at 31st March 2014 and the use of current information would not be significant in relation to the group position as stated.



# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 7. Access to benefits and exposure to risk of potential losses in respect of the Associated Companies

The City and County of Swansea (the Parent company) does not believe that it will receive a material benefit in the form of income or dividends from the related companies, and does not expect to make any contributions over and above the normal budgeted requirement. Since the related companies are limited by guarantee, any losses to the Authority will be limited to the value of the guarantee in each entity.

## 8. Short Term Debtors

<b>31st March</b>	<b>31st March</b>
<b>2013</b>	<b>2014</b>
<b>£'000</b>	<b>£'000</b>
32,566 Central government bodies	33,798
1,274 Other local authorities	4,778
2,154 NHS bodies	2,730
4 Public corporations and trading funds	73
21,124 Other entities and individuals	15,548
1,479 Payments In Advance	1,290
<b>58,601</b>	<b>58,217</b>

## 9. Creditors

<b>31st March</b>	<b>31st March</b>
<b>2013</b>	<b>2014</b>
<b>£'000</b>	<b>£'000</b>
5,867 Central government bodies	10,804
5,681 Other local authorities	5,168
549 NHS bodies	676
592 Public corporations and trading funds	542
38,528 Other entities and individuals	37,977
5,487 Receipts In Advance	7,543
<b>56,704</b>	<b>62,710</b>

# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 10. Provisions

**Provisions** are amounts set aside to meet specific liabilities, the amount or timing of which cannot be accurately determined.

### 2013/14

#### Short - term and long - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
<b>Balance at 1 April 2013</b>	<b>219</b>	<b>7,994</b>	<b>32,040</b>	<b>16,003</b>	<b>56,256</b>
Additional provisions made in 2013/14	0	5,269	158	1,290	6,717
Amounts used in 2013/14	-4	-4,554	-7,727	-1,218	-13,503
Unused amounts reversed in 2013/14	0	0	0	-5,140	-5,140
<b>Balance at 31 March 2014</b>	<b>215</b>	<b>8,709</b>	<b>24,471</b>	<b>10,935</b>	<b>44,330</b>

### 2012/13

#### Short - term and long - term

	Outstanding Legal Cases £'000	Injury and Damage Compensation Claims £'000	Employee Benefits £'000	Other Provisions £'000	Total £'000
<b>Balance at 1 April 2012</b>	<b>359</b>	<b>7,296</b>	<b>27,807</b>	<b>17,194</b>	<b>52,656</b>
Additional provisions made in 2012/13	0	6,088	4,233	8,990	19,311
Amounts used in 2012/13	-102	-5,390	0	-1,082	-6,574
Unused amounts reversed in 2012/13	-38	0	0	-9,099	-9,137
<b>Balance at 31 March 2013</b>	<b>219</b>	<b>7,994</b>	<b>32,040</b>	<b>16,003</b>	<b>56,256</b>

## NOTES TO THE GROUP FINANCIAL STATEMENTS

The provision for the expected costs for restoring and maintaining the company's landfill site after the end of its useful life in the company's business relates to the expected costs that the directors consider would discharge the company's obligation for the restoring and maintenance of the landfill site relating to the company's usage of the site. The maintenance period taken into account is 60 years after the landfill site has reached the end of its useful life in the company's business. This was increased during earlier periods from 30 years following additional guidance provided by the Environment Agency. In accordance with this guidance, no account is taken of the inflation rate at the time this provision is calculated and the provision has not been discounted to net present values as there is no consistent and proven real rate of return on the funds. The provision for such costs has been based on the directors' best estimate of costs which will be borne by the company. The expected costs are subject to periodic review.

At 31 March 2013 the provision amounted to £11,500,000, however the amount may be subject to significant variation as the extent to which the site can be utilised is determined eventually. The eventual closure and restoration costs of the landfill site will need to be assessed once the future development plans for the site are finalised. The costs to be incurred may need to be revised significantly at that time.

At 31 March 2014 the provision is £7,250,000 as £4,250,000 has been released through the Comprehensive Income and Expenditure Statement following an updated valuation of the provision relating to after care and capping at the Tir John site.

### 11. Cash and Cash Equivalents

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

	31st March 2013	31st March 2014
	£'000	£'000
Cash held by the Group	152	131
Bank current accounts	28,200	64,596
<b>Total Cash and Cash Equivalents</b>	<b>28,352</b>	<b>64,727</b>

# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 12. Unusable Reserves

<b>31st March 2013 £'000</b>	<b>31st March 2014 £'000</b>
167,061 Revaluation Reserve	223,832
512,649 Capital Adjustment Account	525,447
-1,321 Financial Instruments Adjustment Account	-1,434
-626,999 Pensions Reserve	-480,700
-7,687 Accumulated Absences Account	-7,270
<b><u>43,703</u> Total Unusable Reserves</b>	<b><u>259,875</u></b>

### Capital Adjustment Account

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

The Account contains accumulated gains and losses on Investment Properties. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1st April 2007, the date that the Revaluation Reserve was created to hold such gains. Note 6 of the Authority's Financial Statements provide details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

## NOTES TO THE GROUP FINANCIAL STATEMENTS

2012/13		2013/14
£'000		£'000
<b>520,057</b>	<b>Balance at 1st April</b>	<b>512,649</b>
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
	Charges for depreciation and impairment of non-current assets	
-70,008		-74,402
	Revaluation losses on Property, Plant and Equipment	
-3,704		596
-750	Amortisation of intangible assets	-507
	Revenue expenditure funded from capital under statute	
-9,234		-10,299
	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	
-2,703		-3,724
<u>-86,399</u>		<u>-88,336</u>
	Adjusting amounts written out of the Revaluation Reserve	
<u>6,873</u>		<u>10,507</u>
	Net written out amount of the cost of non-current assets consumed in the year	
-79,526		-77,829
	Capital financing applied in the year:	
	Use of the Capital Receipts Reserve to finance new capital expenditure	
5,678		5,154
	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	
32,033		41,363
	Statutory provision for the financing of the capital investment charged against the General Fund and HRA balances	
14,735		15,341
	Capital expenditure charged against the HRA and General Fund balances	
<u>19,217</u>		<u>20,552</u>
<u>71,663</u>		<u>82,410</u>

## NOTES TO THE GROUP FINANCIAL STATEMENTS

2012/13 £'000	2013/14 £'000
Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	8,217
<b>512,649 Balance at 31st March</b>	<b>525,447</b>

### Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Authority 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 Authority makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority 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.

2012/13 £'000	2013/14 £'000
<b>-566,879 Balance at 1st April</b>	<b>-626,999</b>
Remeasurements of the net defined benefit -37,020 liability	174,850
Net increase in assets & liabilities from 0 disposals/acquisitions	-1,490
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	-62,241
-900 Past service cost adjustment	-3,390
Employer's pensions contributions and direct payments to pensioners payable in the year	38,570
<b>-626,999 Balance at 31st March</b>	<b>-480,700</b>

The remaining Unusable Reserves are not disclosed within the Group Notes as there is no group impact.

# NOTES TO THE GROUP FINANCIAL STATEMENTS

## 13. Financing and Investment Income and Expenditure

2012/13			2013/14		
Gross Exp £'000	Gross Income £'000	Net Exp £'000	Gross Exp £'000	Gross Income £'000	Net Exp £'000
18,274	0	18,274	17,872	0	17,872
					Interest payable and similar charges
25,980	0	25,980	59,670	-33,190	26,480
					Net interest on the net defined benefit liability
0	-1,095	-1,095	0	-412	-412
					Interest receivable and similar income
394	-5,701	-5,307	553	-13,502	-12,949
					Income and expenditure in relation to investment properties and changes in their fair value
<b>44,648</b>	<b>-6,796</b>	<b>37,852</b>	<b>78,095</b>	<b>-47,104</b>	<b>30,991</b>

## 14. Taxation and Non Specific Grant Income

2012/13 £'000	2013/14 £'000
-103,105	-88,905
-64,518	-74,941
-235,656	-254,557
-30,024	-38,732
<b>-433,303</b>	<b>-457,135</b>

## 15. Cash Flow Statement - Operating Activities

2012/13 £'000	2013/14 £'000
1,452	412
-18,341	-17,872
<b>-16,889</b>	<b>-17,460</b>

## NOTES TO THE GROUP FINANCIAL STATEMENTS

The surplus or deficit on the provision of services has been adjusted for the following non-cash movements:

2012/13 £'000	2013/14 £'000
71,136 Depreciation	74,402
3,249 Impairment and downward revaluations	-8,813
750 Amortisation	507
668 Increase in creditors	6,067
-4,549 Increase in debtors	-5,402
-275 (Increase)/decrease in inventories	220
23,100 Movement in pension liability	27,061
Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	-3,724
Other non-cash items charged to the net surplus or deficit on the provision of services	-10,156
95,407	80,162

The surplus or deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

2012/13 £'000	2013/14 £'000
Any other items for which the cash effects are investing or financing cash flows	-38,201
-37,242	-38,201

### 16. Cash Flow Statement - Investing Activities

2012/13 £'000	2013/14 £'000
-66,021 Purchase of property, plant and equipment, investment property and intangible assets	-75,216
-874,516 Purchases of short-term and long-term investments	-580,589
3,450 Proceeds from the sale of property, plant and equipment, investment property and intangible assets	6,198
888,389 Proceeds from short-term and long-term investments	628,135
37,759 Other receipts from investing activities	43,152
<b>-10,939</b>	<b>21,680</b>



## **NOTES TO THE GROUP FINANCIAL STATEMENTS**

### **17. Cash Flow Statement - Financing Activities**

<b>2012/13</b>		<b>2013/14</b>
<b>£'000</b>		<b>£'000</b>
3,541	Cash receipts of short and long-term borrowing	0
<u>-28,950</u>	Repayments of short and long-term borrowing	<u>-7,234</u>
<u><b>-25,409</b></u>	<b>Net cash flows from financing activities</b>	<u><b>-7,234</b></u>

# **HEAD OF FINANCE AND DELIVERY CERTIFICATE & STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS**

I hereby certify that the statement of accounts on pages 3 to 139 and pages 178 to 201 presents a true and fair view of the financial position of the Authority at the accounting date and its income and expenditure for the year ended 31<sup>st</sup> March 2014.

## **The Authority's Responsibilities**

The Authority 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. In this Authority, that officer is the Chief Financial Officer, namely the Head of Finance and Delivery;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- Approve the statement of accounts.

## **The Chief Financial Officer's Responsibilities**

The Chief Financial Officer is responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

In preparing this Statement of Accounts, the Chief Financial Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the local authority Code.

The Chief Financial Officer has also:

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

## **Date of Authorisation for Issue**

The 2013/14 Statement of Accounts was authorised for issue on 30th September 2014 by Mike Hawes, Head of Finance and Delivery who is the Section 151 Officer of the Council. This is the date up to which events after the Balance Sheet date have been considered.

The 2013/14 Statement of Accounts was formally approved by Council on 30th September 2014.

**Chairman**

**Date**

## Independent auditor's report to the Members of City and County of Swansea

I have audited the accounting statements and related notes of:

- The City and County of Swansea; and
- The City and County of Swansea Group; and
- The City and County of Swansea Pension Fund

for the year ended 31 March 2014 under the Public Audit (Wales) Act 2004.

The City and County of Swansea's accounting statements comprise the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement, the Movement on the Housing Revenue Account Statement and the Housing Revenue Account Income and Expenditure Statement.

The City and County of Swansea's Group accounting statements comprise the Group Movement in Reserves Statement, the Group Comprehensive Income and Expenditure Statement, the Group Balance Sheet and the Group Cash Flow Statement.

The City and County of Swansea Pension Fund's accounting statements comprise the Fund Account and the Net Assets Statement.

The financial reporting framework that has been applied in their preparation is applicable law and the Code of Practice on Local Authority Accounting in the United Kingdom 2013-14 based on International Financial Reporting Standards (IFRSs).

### Respective responsibilities of the responsible financial officer and the independent auditor

As explained more fully in the Statement of Responsibilities for the Statement of Accounts set out on page 202, the responsible financial officer is responsible for the preparation of the accounting statements, including the City and County of Swansea's Group accounting statements and the City and County of Swansea Pension Fund's accounting statements, which gives a true and fair view.

My responsibility is to audit the statement of accounts and related notes in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require me to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the accounting statements

An audit involves obtaining evidence about the amounts and disclosures in the accounting statements and related notes sufficient to give reasonable assurance that the accounting statements and related notes are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the City and County of Swansea's and the City and County of Swansea Group's and the City and County of Swansea Pension Fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the responsible financial officer and the overall presentation of the accounting statements and related notes.

In addition, I read all the financial and non-financial information in the Explanatory Foreword to identify material inconsistencies with the audited accounting statements and related notes and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies, I consider the implications for my report.

### Opinion on the accounting statements of the City and County of Swansea

In my opinion the accounting statements and related notes:

## **AUDITORS' REPORT TO THE CITY & COUNTY OF SWANSEA**

- give a true and fair view of the financial position of the City and County of Swansea as at 31 March 2014 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2013-14.

### **Opinion on the accounting statements of the City and County of Swansea Group**

In my opinion the accounting statements and related notes:

- give a true and fair view of the financial position of the City and County of Swansea Group as at 31 March 2014 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2013-14.

### **Opinion on the accounting statements of the City and County of Swansea Pension Fund**

In my opinion, the pension fund accounts and related notes:

- give a true and fair view of the financial transactions of the City and County of Swansea Pension Fund during the year ended 31 March 2014 and of the amount and disposition of the fund's assets and liabilities as at that date, other than liabilities to pay pensions and benefits after the end of the scheme year; and
- have been properly prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2013-14.

### **Opinion on other matters**

In my opinion, the information contained in the Explanatory for the financial year for which the accounting statements and related notes are prepared is consistent with the accounting statements and related notes.

### **Matters on which I report by exception**

I have nothing to report in respect of the Annual Governance Statement on which I report to you if, in my opinion, it does not reflect compliance with 'Delivering Good Governance in Local Government: Framework' published by CIPFA/SOLACE in June 2007, or if the statement is misleading or inconsistent with other information I am aware of from my audit.

### **Certificate of completion of audit**

I certify that I have completed the audit of the accounts of the City and County of Swansea in accordance with the requirements of the Public (Wales) Act 2004 and the Code of Audit Practice issued by the Auditor General for Wales.

**Appointed Auditor  
Wales Audit Office  
24 Cathedral Road  
CF11 9LG**

## 1. Scope of Responsibility

- 1.1 The City and County of Swansea is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Authority also has a duty under the Local Government (Wales) Measure 2009 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 1.2 In discharging this overall responsibility, the City and County of Swansea is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk
- 1.3 The City and County of Swansea has approved and adopted a Code of Corporate Governance, which is consistent with the principles of the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government'. A copy of the Code is on our website at <http://www.swansea.gov.uk/corporategovernance>. This statement explains how the Authority has complied with the Code.

## 2. The Purpose of the Governance Framework

- 2.1 The governance framework comprises the systems and processes, and culture and values, by which the Authority is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the Authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money.
- 2.2 The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Authority's policies, aims and objectives, to evaluate the likelihood and potential impact of those risks being realised and to manage them efficiently, effectively and economically.
- 2.3 The governance framework has been in place at the City and County of Swansea for the year ended 31 March 2014 and up to the date of approval of the Statement of Accounts

## 3. The Governance Framework

# ANNUAL GOVERNANCE STATEMENT 2013/14

- 3.1 The CIPFA/SOLACE governance framework identifies the following 6 fundamental principles of corporate governance
- Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area
  - Members and officers working together to achieve a common purpose with clearly defined functions and roles
  - Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour
  - Taking informed and transparent decisions which are subject to effective scrutiny and managing risk
  - Developing the capacity and capability of members and officers to be effective
  - Engaging with local people and other stakeholders to ensure robust public accountability
- 3.2 Council approved its Code of Corporate Governance on 19<sup>th</sup> June 2008 based on the 6 principles outlined above.
- 3.3 The key elements of the policies, systems and procedures that comprise the governance framework in the Council are shown below and linked to the 6 fundamental principles
- 3.4 **Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area**
- The **Council** is made up of 72 councillors who are democratically accountable to residents and have an overriding duty to the whole community. Council decides overall policies and sets the annual budget as well as receiving reports from Scrutiny Boards, Cabinet Members and Officers.
  - The Council is required, under the Local Government (Wales) Measure 2011 to put in place a system to publish a **Councillors Annual Report** in relation to their activities. A template report has been agreed by the Democratic Services Committee and any reports submitted by Councillors are published on the Council's website.
  - The forward looking **Corporate Improvement Plan** which is produced under the Local Government (Wales) Measure 2009 summarises the Council's improvement objectives and associated priorities, targets and milestones.
  - An **Annual Performance Review** is undertaken which provides a commentary on the progress made by the Council in meeting the priorities, actions and targets set out in the Corporate Improvement Plan.

# ANNUAL GOVERNANCE STATEMENT 2013/14

- The Council publishes a **Single Integrated Plan** which replaces the Community Strategy. The Plan is developed by the Local Service Board following a Single Needs Assessment and Consultation Exercise.
- A **Code of Corporate Governance** based on the CIPFA/SOLACE governance framework has been adopted by the Council.
- A **Business Planning Process** exists which aims to more clearly align previously disparate budget and planning processes, such as equalities, sustainability and risk management into a 4 year planning cycle with an annual review. Each Head of Service must produce a Business Plan and an e-learning tool and Business Planning Toolkit is available to ensure consistency across the Council.
- A **Medium Term Financial Plan** is approved by Council each year which provides for a balanced budget in the following year and a projection for the next 3 years based on a combination of detail, where known, and forecasts based on best available evidence.

## 3.5 Members and officers working together to achieve a common purpose with clearly defined functions and roles

- A **Council Constitution** exists which sets out the framework and rules governing the Council's business described in 16 Articles. The Constitution also includes a Scheme of Delegation and a number of Rules of Procedure, Codes and Protocols as well as the Councillors' Allowances Scheme.
- A **Constitution Working Group** exists to review all aspects of the Council Constitution and to make appropriate recommendations for change.
- Separate **Codes of Conduct** exist in the Council Constitution for **Members and Officers** which describe the high standard of conduct expected of them. There is also a **Member/Officer Protocol** which guides the relationship between them to ensure the smooth running of the Council.
- The **Chief Executive**, as Head of the Paid Service, leads the Council's officers and chairs the Executive Board
- A new **Corporate Management Structure** was put in place during 2013/14 with Directorates for People, Place and Corporate Services being established to deliver thematic and cross cutting working across the Council and across partnerships. The Executive Board, Directors' Group and Top Managers Group were established from 01/09/13 with specific roles and project portfolios.
- The Head of Finance and Delivery is designated the Council's **S151 Officer** and is responsible for ensuring that appropriate advice is given on all financial matters, for keeping proper

financial records and accounts and for maintaining an effective system of internal financial control.

- The Council's financial management arrangements during 2013/14 complied with the governance requirements of the **CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010)**.
- An **Audit Committee** exists to review and scrutinise the Council's financial affairs, review and assess the risk management, internal control and corporate governance arrangements, oversee the internal and external audit arrangements and review the financial statements.
- The Head of Legal, Democratic Services and Procurement has been designated as the Council's **Monitoring Officer** and is responsible for investigating and reporting on any allegations of contraventions to any laws, policies, procedures, regulations or maladministration and breaches of the Council's Constitution
- The Council is the Administering Authority for the **City and County of Swansea Pension Fund** and is responsible for all issues relating to the governance of the Pension Fund. For 2013/14, the functions were undertaken by the Pension Fund Committee which replaced the Pension Fund Panel with effect from 01/04/13.

### 3.6 Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour

- The Council has defined its **Values** as Innovation, Teamwork, Caring, Respect, Enthusiasm and Openness. A detailed description of each value and what it means to the Council is available on the Intranet.
- The **Standards Committee** made up of 4 councillors and 5 independent members promotes and maintains high standards of conduct by Councillors, assists Councillors to observe their Code of Conduct, monitors the operation of the Code and deals with breaches of the Code of Conduct referred to them by the Public Service Ombudsman for Wales
- The **Anti Fraud and Corruption Policy** applies to all councillors and employees. It outlines the Council's commitment to preventing, discouraging, detecting and investigating fraud and corruption whether attempted on the Council or from within the Council. The Policy was reviewed and updated in 2013/14 and published in the new online Employee Handbook which went live on 01/04/14.
- A new **Corporate Complaints Policy** based on the Welsh Government Model for complaints handling was adopted by Council on 14/03/13. The policy governs the investigation of complaints from members of the public including complaints about service provision. A Corporate Complaints Annual Report is presented to Cabinet each year.



- A **Whistle Blowing Policy** exists which encourages and enables employees to raise serious concerns without fear of harassment or victimisation. The Policy was reviewed and updated in 2013/14 and published in the new online Employee Handbook which went live on 01/04/14.
- The **Internal Audit Section** operates in accordance with the Public Sector Internal Audit Standards and is an independent, objective assurance and consulting activity designed to add value and improve the Council's operations. It helps the Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

### 3.7 Taking informed and transparent decisions which are subject to effective scrutiny and managing risk

- The **Decision Making** process is clearly set out in the Constitution along with the scheme of delegation and the terms of reference of Cabinet, Committees, Scrutiny Boards, Panels, Forums and Groups.
- The **Cabinet** (as Executive) is responsible for most day to day decisions and acts in line with the Council's overall policies and budget. Following the Election in May 2012, a new Cabinet structure was put in place based on new portfolios and cross-cutting themes.
- A **Challenge Panel** consisting of 12 members considers any Cabinet decisions which have been 'called in' if the Chair of the Council accepts that the call in is valid. The criteria used by the Chair to decide on validity are tightly set and the Chair receives appropriate advice from officers. The Challenge Panel considers whether the decision is a well founded and appropriate decision of Cabinet
- All reports to Council and Cabinet must include paragraphs detailing the **Financial, Legal and Equality and Engagement Implications** of the report.
- The **Scrutiny Programme Committee** is responsible for developing the Council's Scrutiny Work Programme via a single workplan, holding Cabinet Members to account and providing challenge on specific themes. The Committee will set up informal **Scrutiny Panels and Working Groups** to undertake the detailed work of scrutiny and will appoint **Scrutiny Conveners** to chair the various Scrutiny Panels
- The role of **Scrutiny** is to improve the performance of services, provide an effective challenge to the Executive and engage non-executive members and the public in the development of policies, strategies and plans. The primary purpose of Scrutiny is to add value to the work of the Council and act as a critical friend to Cabinet and other decision makers in order to promote better services, policies and decisions.

## ANNUAL GOVERNANCE STATEMENT 2013/14

- A **Scrutiny Work Planning Conference** is held each year to choose topics for review and a **Scrutiny Annual Report** is presented to the Scrutiny Programme Committee.
- A **Corporate Risk Policy** is in place which describes how risk management is implemented in the Council to support the realisation of strategic objectives. A **Risk Management Framework** also exists which aims to help managers and members at all levels to apply risk management principles consistently across their areas of responsibility.
- Corporate, Directorate and Service **Risk Registers** are in place to capture all risks that could affect the Council

### 3.8 Develop the capacity and capability of members and officers to be effective

- **Induction courses** are held for all new councillors and employees and a detailed **Councillors Training Programme** is delivered on an annual basis.
- Regular **Cabinet and Executive Board Away Days** are held where thematic issues are discussed such as Sustainable Swansea – fit for the future, One Swansea Plan and poverty and prevention.
- A new **Employee Performance Management Policy** was developed during 2013/14 and published in the new online Employee Handbook which went live on 01/04/14. The policy establishes a process which contributes to the effective management of individuals and teams in order to achieve high levels of organisational performance.
- Monthly **One to One meetings** are held involving the Leader, Cabinet Members, Chief Executive, Corporate Directors, Chief Officers, Heads of Service and 3<sup>rd</sup> tier staff as part of the performance management process
- Each Corporate Director holds a monthly **Performance and Financial Monitoring** meeting where Chief Officers and Heads of Service report on progress in terms of continuous improvement and budgets
- The Council Constitution includes **Financial Procedure Rules** which govern the financial management of the Council
- Financial Procedure Rules are supplemented by detailed **Accounting Instructions** which aid sound financial administration by setting out the principal controls and procedures for a range of functions to be followed by all departments. From time to time the Accounting Instructions are reviewed and ad hoc instructions may also be issued such as the current spending restrictions.
- The Council Constitution includes **Contract Procedure Rules** which govern the purchasing of goods and services and the letting of contracts with the aim of obtaining the best use of resources and value for money. Contract Procedure Rules were

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reviewed during 2013/14 and a new set of rules were approved by Council on 15/04/14

## 3.9 Engaging with local people and other stakeholders to ensure robust public accountability

- A **Consultation and Engagement Strategy 2011-14** exists to ensure effective consultation and engagement with residents and partner organisations.
- The **Swansea Voices Panel** consists of a representative sample of 1,250 residents and provides a means for consulting on service provision and local issues. There is also a ward representative role for each councillor.
- The **Swansea Leader** is published every 2 months and delivered to every household in the area informing people about the Council's work and the progress it is making. An electronic version of the Swansea Leader is available on the Council's website.
- A range of **Information for Stakeholders** is available on the Council website including agendas, which are published in advance of meetings and minutes of all Council, Cabinet, Committee and Scrutiny Board meetings. Citizens can attend meetings of the Council, Cabinet, Committees and Scrutiny Boards except where confidential or exempt information is likely to be disclosed and the meeting is therefore held in private. The Council website is being re-launched during 2014/15 with the new website being more user and task orientated, easier to navigate, more concise and contributing to the Council's 'Digital by Default' approach.
- Citizens also have the right to ask questions and time is set aside at each Council and Cabinet meeting for **Public Questions**
- **Financial Monitoring Reports** which monitor the revenue and capital budgets are produced on a quarterly basis and reported to Cabinet
- **Performance Monitoring Reports** are produced for Cabinet on a quarterly basis and performance results are certified at the end of the year and any inconsistencies are investigated.

3.10 The Council's Annual Statement of Accounts includes **Group Accounts** which incorporates the companies shown below. The Annual General Meeting of the Council appoints councillors to sit on the Boards of the companies. The number of councillors appointed is shown against each company

- Swansea City Waste Disposal Co. Ltd (1 councillor)
- Wales National Pool Swansea Ltd (3 councillors)
- National Waterfront Museum Swansea Ltd (3 councillors)
- Swansea Stadium Management Co. Ltd (2 councillors)

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- Bay Leisure Ltd (2 councillors)

- 3.11 The services provided by the Swansea City Waste Disposal Company transferred back to the Council with effect from 01/08/13.
- 3.12 A number of methods are in place to monitor the activities and performance of the companies including councillor/officer steering groups, strategic and operational meetings and management groups.
- 3.13 A partnership unit has been set up by the Head of Culture, Sport/Leisure and Tourism to monitor the activities of externally funded partner providers and an Annual Report on Leisure Partnerships is presented to Council each year

## 4. Review of Effectiveness

- 4.1 The City and County of Swansea has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the executive managers within the Authority who have responsibility for the development and maintenance of the governance environment, the Chief Auditor's annual report, and also by comments made by the external auditor and other review agencies and inspectorates
- 4.2 The processes for maintaining and reviewing the effectiveness of the governance framework within the Council include the following broad headings

### 4.3 Internal Control Self Assessment

- Each Head of Service has provided a signed **Senior Management Assurance Statement** for 2013/14 which provides assurance over the internal control, risk management and governance framework for their area of responsibility.

### 4.4 Internal Sources of Assurance

The following provide assurance based, partly, on reports covering 2012/13 as the reports for 2013/14 are not yet available. The 2013/14 reports will be reflected in the next Annual Governance Statement

- The **Annual Performance Review 2012/13 'Improving What Matters'** was reported to Council on 22/10/13. The report also included the Council's response to the proposals for improvement made by the Wales Audit Office in its Annual Improvement Report 2013.
- The **Standards Committee** met on 8 occasions during 2013/14 and the **Standards Committee Annual Report 2012/13** was presented to Council on 24/09/13.

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- The **Scrutiny Programme Committee and Panels** met throughout 2013/14 and were supported by the Scrutiny Support Unit. The **Scrutiny Annual Report 2012/13** was presented to the Scrutiny Programme Committee on 08/07/13.
- The annual **Scrutiny Work Planning Conference 2013/14** was held on 20/05/13 and a report on the **Scrutiny Work Programme 2013/14** was agreed by the Scrutiny Programme Committee on 10/06/13
- The **Corporate Complaints Policy** was in place throughout 2013/14 and the **Complaints Annual Report 2012/13** was presented to Cabinet on 15/10/13.
- The **Internal Audit Annual Report 2012/13** was reported to the Audit Committee on 15/08/13 and included the Chief Auditor's opinion that based on the audit reviews undertaken in 2012/13, Internal Audit can give reasonable assurance that the systems of internal control were operating adequately and effectively and that no significant weaknesses were identified.
- A number of vacancies were experienced by the **Internal Audit Section** during 2013/14 leading to a loss of productive time but there was still sufficient audit coverage to be able to provide the required Internal Audit assurance for the year.

The following provides assurance based on reports covering 2013/14

- The forward looking **Corporate Improvement Plan 2013-17** '*Standing up for a Better Swansea*' produced in accordance with the Local Government (Wales) Measure 2009 was adopted by Council on 30/07/13. The Plan includes the 8 Improvement Objectives that the Council will address in the coming years.
- The One Swansea Plan 2013 was adopted by Council on 24/09/13 as the **Single Integrated Plan** which replaced the Community Strategy. The Plan includes 6 population outcomes i.e. broad conditions for communities and 21 challenges i.e. what has to change to make progress towards achieving the outcomes.
- The **Audit Committee** met on 11 occasions during 2013/14 and followed a structured workplan which covered all areas of the Committee's responsibilities. The Committee includes a lay member as required by the Local Government (Wales) Measure 2011. The lay member is also the Chair of the Committee. The Committee received the Internal Audit Annual Report 2012/13 as well as quarterly Internal Audit Monitoring Reports for 2013/14 showing progress against the Annual Internal Audit Plan.
- The **Constitution Working Group** only met once during 2013/14 to agree the suitability of the prospective Lord Mayor and Deputy Lord Mayor.
- The **Medium Term Financial Plan 2015/16 – 2017/18** was approved by Council on 18/02/14. The Plan outlined the

significant shortfall in funding faced by the Council over the period and the strategy to be adopted to address the shortfall.

- The **Corporate Risk Management Framework** is being reviewed by the Executive Board to strengthen links between corporate, directorate and service risk reporting and to seek assurance about day to day risk management. Corporate Risks have recently been updated as part of this and will form part of future quarterly balanced scorecard reporting.
- Each Corporate Director held monthly **Performance and Financial Monitoring** meetings where Chief Officers and Heads of Service reported on progress in terms of continuous improvement and budgets.
- Quarterly **Performance Monitoring Reports** were presented to Cabinet during 2013/14.
- Quarterly **Financial Monitoring Reports** were presented to Cabinet throughout 2013/14.
- All reports presented to Cabinet and Council during 2013/14 had been reviewed by Finance and Legal staff and included the appropriate paragraphs detailing the **Financial, Legal and Equality and Engagement Implications** of the report.
- The **Pension Fund Committee** met on 4 occasions during 2013/14 and dealt with all issues relating to the governance of the Pension Fund

## 4.5 External Sources of Assurance

- The Wales Audit Office produces an **Annual Improvement Report** under the Local Government (Wales) Measure 2009. The report is produced in association with other inspectors such as ESTYN and CSSIW and shows how well the Council is improving the services it provides. The **Annual Improvement Report 2013/14** was published on 05/06/14 and reported to Cabinet on 29/07/14. The report's main conclusions were that the Council made good progress in delivering its improvement priorities apart from recycling, got better at reporting how well it is performing, is developing a consistent approach to evaluating itself, has strengthened its capacity to drive improvement by completing its management restructure and established a strategy for managing the significant financial challenges it faces.
- The Wales Audit Office provided two **Improvement Assessment Letters 2013/14** as required by the Local Government (Wales) Measure 2009. The letters identify compliance with the Measure in terms of improvement planning and the requirement to make arrangements for continuous improvement. The letters also include some proposals for improvement.
- The Appointed Auditor's **Annual Audit Letter** was sent to the Leader on 28/11/13 and presented to the Audit Committee on 12/12/13. The letter stated that *'The Council complied with its*

## ANNUAL GOVERNANCE STATEMENT 2013/14

*responsibilities relating to financial reporting and use of resources*’. The letter also stated that an unqualified audit opinion had been issued on the accounting statements confirming that they present a true and fair view of the Council’s, Group’s and Pension Fund’s financial position and transactions.

- The **Wales Audit Office’s Controls Report 2012/13** was presented to the Audit Committee on 12/12/13. The report made recommendations regarding 10 weaknesses identified in the Council’s internal controls, all of which were considered to be medium or low risk. The report also identified the progress made in implementing the recommendations made in the previous year’s Controls Report.
- PwC on behalf of the Wales Audit Office presented the **Audit of Accounting Statements – Report to Those Charged with Governance** for 2012/13 to Cabinet on 17/09/13. The report highlighted any significant issues to those charged with governance that needed to be considered prior to the approval of the financial statements. The report also indicated that the auditor intended to issue an unqualified audit report on the financial statements for 2012/13.
- The Council is subject to **Statutory External Inspections** by various bodies including Wales Audit Office, ESTYN and CSSIW. In June 2013, ESTYN published its report on the Quality of Local Authority Education Services for Children and Young People in Swansea, The report, which was presented to Council by Estyn on 22/10/13 judged Swansea’s current performance as adequate (good features outweigh areas shortcomings) and the prospects for improvement as good (good features and no important shortcomings). The Chief Executive established a Corporate Education Improvement Board and Education Leadership Board to address the issues and recommendations arising from the report. The CSSIW Annual Review and Evaluation Report 2012/13 for Swansea concluded that *‘adult services have improved and there is sustained progress’* and *‘child and family services are making steady progress in the face of increased demand.’* However the report also identified potential risks to be considered.

4.6 The Annual General Meeting of the Council held on 09/05/13 appointed the required number of councillors to sit on the Boards of the companies included in the Council’s **Group Accounts**. Changes were made to the representatives on Bay Leisure and Swansea Stadium Management Company at Council on 19/11/13.

4.7 The Annual Report on Leisure Partnerships for 2012/13 was presented to Council on 15/04/14. The report reviewed the Wales National Pool Swansea, National Waterfront Museum Swansea, Liberty Stadium and the LC in detail and provided information on the monitoring arrangements in place.

## ANNUAL GOVERNANCE STATEMENT 2013/14

- 4.8 The legislation which required waste disposal operations to be carried out 'at arms length' has been repealed. The Council undertook a full review of the operations of Swansea City Waste Disposal Company in light of its current waste strategy and decided to bring the whole operation back in house. The Company's assets and liabilities as well as its employees transferred into the Council from 01/08/13 and the liquidation of the Company will follow in due course.
- 4.9 The review of the effectiveness of the Council's governance arrangements indicate that they continue to be regarded as fit for purpose in accordance with the governance framework. The areas already addressed and those to be specifically addressed with new actions planned are outlined below.

### 5 Significant Governance Issues

- 5.1 The following table shows the significant governance issues which were identified during the review of effectiveness undertaken when preparing the Annual Governance Statement 2012/13 and the action taken during the year to address the issues

Issue	Proposed Action	Action Taken
Develop rationalised set of priorities	Prepare Corporate Improvement Plan that links to Single Integrated Plan and sets out outcome based improvement objectives and performance measures	Corporate Improvement Plan 2013/17 – <i>Standing Up for a Better Swansea</i> – was published in August 2013. The Plan was developed using an outcome based approach (Results Based Accountability), which identified improvement priorities showing the Council's contribution to the Single Integrated Plan. The WAO confirmed that the Council had discharged its statutory improvement planning duties. Further work will take place during 2014/15 on developing a rationalised set of priorities as part of a Corporate Plan
Reporting to Citizens	Undertake annual review of performance that measures Council's success delivering its Improvement Plan and objectives on the basis of 'impact' for citizens.	The Annual Performance Review 2012/13 published in October 2013 sought to outline the Council's view of its success delivering its Improvement Objectives. The WAO acknowledged in its <i>Annual Improvement</i>



## ANNUAL GOVERNANCE STATEMENT 2013/14

		<i>Report that the Council had got better at reporting how well it is performing and is developing a consistent approach to evaluating itself. Further work will take place in 2014/15 on embedding the Council's emerging approach to self-evaluation</i>
Scrutiny Arrangements	Complete the review of the new Scrutiny arrangements in line with the Wales Audit Office National Scrutiny Improvement Study	Following positive engagement in the Improvement Study, the Scrutiny Programme Committee has identified and acted upon a number of improvement themes.
Compliance by Schools	Continue to provide challenge and direction to schools to embed the improvements already made to ensure compliance with financial regulations, accounting instructions, procurement processes etc.	Schools continue to receive appropriate guidance, direction and challenge, building further on the improvements already made. This will continue and the overall impact monitored.
Arms Length Operations	Undertake a review of the governance arrangements	A review has been completed and a 'lessons learnt' report presented to Executive Board. An audit of the governance arrangements for partnerships is underway and will report during 2014/15
Senior Management Assurance Statements	Review evidence available to confirm statements made by Heads of Service for a sample of Senior Management Assurance Statements	A review will be undertaken of the Senior Management Assurance Statements provided in May 2014.

5.2 The following table identifies issues which have been raised during the review of effectiveness and the proposed action to be taken during 2014/15 to address the issues.

# ANNUAL GOVERNANCE STATEMENT 2013/14

Issue	Proposed Action
Develop a rationalised set of priorities for the Council.	Develop a Corporate Plan with a reduced set of corporate priorities and performance indicators focussing on what matters to Swansea
Improve the processes for reporting to Citizens	Publish an annual review of performance where the Council sets out its view of its performance delivering its improvement priorities in a more accessible way e.g. case studies highlighting actual improvements
Review of Arms Length Operations	Complete audit review of the governance arrangements of partnerships.
Review of Regional Collaborative Arrangements	Review the effectiveness of the governance arrangements for the Council's Regional Collaborative Arrangements
Review of Senior Management Assurance Statements	Review evidence available to confirm statements made by Heads of Service for a sample of Senior Management Assurance Statements as part of the Internal Audit review of Corporate Governance.
Review of the Council's Code of Corporate Governance	The Code of Corporate Governance was approved by Council in June 2008 and it is proposed to review and update the Code.

5.3 We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review

Signed ..... Chief Executive  
Date .....

Signed..... Leader  
Date .....

## ***GLOSSARY OF TERMS***

We appreciate that the Statement of Accounts as presented contains a number of technical terms which may be unfamiliar to the lay reader. Wherever possible we have sought to minimise the use of technical terms but in some instances this has not been possible. The following section attempts to explain the meaning of some of those technical terms that are used in the Statements.

### **Accrual**

Sums due to the Authority or payable to external organisations in the financial year irrespective of whether the cash has been received or paid.

### **Actuary**

An actuary is a person who works out insurance and pension premiums, taking into account factors such as life expectancy.

### **Agency Services**

Agency services are services provided for us by an outside organisation.

### **Amortised Cost**

Amortised costs are used to spread the financial impact of depreciation or using an equivalent interest rate or the effect of a premium or discount over a number of years on the income and expenditure account.

### **Associate**

An associate is an entity other than a subsidiary or joint venture in which the reporting authority has a participating interest and over whose operating and financial policies the reporting authority is able to exercise significant influence.

### **Audit**

An audit is an independent examination of our activities.

### **Balance Sheet**

This is a statement of our assets and liabilities at the date of the balance sheet.

### **Budget**

A budget is a spending plan, usually for the following financial year.

### **Capital Adjustment Account**

This Account represents timing differences between the amount of the historical cost of fixed assets that has been consumed by depreciation, impairment and disposals, and the amount that has been set aside to finance capital expenditure.

### **Capital Expenditure**

Capital expenditure is spending on fixed assets. These are assets which will be used for several years to provide services such as buildings, equipment and vehicles.

### **Capital Receipts**

Capital receipts are proceeds from the sale of fixed assets such as land or buildings.

# **GLOSSARY OF TERMS**

## **Cash Equivalents**

Cash Equivalents refer to short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

## **Cash flow Statement**

This is a statement that summarises the movement in cash during the year.

## **Consolidated Balance Sheet**

This balance sheet combines the assets, liabilities and other balances of all our departments, at our year end date.

## **Corporate and Democratic Costs**

The corporate and democratic core comprises all activities which local authorities engage in specifically because they are elected, multi-purpose authorities. The costs of these activities are thus over and above those which would be incurred by a series of independent, single-purpose, nominated bodies managing the same services. There is therefore no logical basis for apportioning these costs to services.

## **Credit Risk**

This is the risk of loss due to a debtors inability to make interest or principal repayments on a loan /investment.

## **Creditor**

A creditor is someone we owed money to at the date of the balance sheet for work done, goods received or services rendered.

## **Current Assets**

These are short-term assets which are available for us to use in the following accounting year.

## **Current Liabilities**

These are short-term liabilities which are due for payment by us in the following accounting year.

## **Debtor**

A debtor is someone who owed money to us at the date of the balance sheet.

## **Depreciation**

Depreciation is the theoretical loss in value of assets, which we record, in our annual accounts.

## **Direct Labour Organisation or Direct Service Organisation (DLO or DSO)**

This is our own organisation. It consists of workers we directly employ (including supervisory staff), accommodation, equipment and so on, used to carry out specified tasks for us.

## **Earmarked Reserves**

These are reserves we have set aside for a specific purpose.

# **GLOSSARY OF TERMS**

## **Financial Year**

This is the accounting period. For local authorities it starts on 1<sup>st</sup> April and finishes on 31<sup>st</sup> March in the following year.

## **Finance Leases**

When we use finance leases, we take on most of the risks (and rewards) of owning the assets.

## **Fixed Asset**

These are long-term assets we use (usually for more than one year).

## **Gilt Edged Stocks**

These are investments in government or local authority stocks. They are regarded as risk-free.

## **Government Grants**

Assistance by government and inter-government agencies and similar bodies, whether local, national or international, in form of cash or transfers of assets to an Authority in return for past or future compliance with certain conditions relating to the activities of the Authority.

## **Housing Revenue Account**

This account contains all our housing income and spending.

## **Investments**

A long-term investment is an investment that is intended to be held for use on a continuing basis in the activities of the Authority. Investments should be so classified only where an intention to hold the investment for the long term can clearly be demonstrated or where there are restrictions as to the investor's ability to dispose of the investment.

## **Joint Venture**

A joint venture is an entity in which the reporting authority has an interest on a long-term basis and is jointly controlled by the reporting authority and one or more other entities under a contractual or other binding arrangement.

## **Leasing**

This is a method of financing capital expenditure by paying the owner to use property or equipment for a number of years.

## **Liability**

A liability is an amount payable at some time in the future.

## **Liquidity Risk**

This is the risk that investments cannot be readily turned into cash or realised because there is no ready market for the instrument or there are restrictive clauses in the agreement.

## **Minimum Revenue Provision (MRP)**

This is the amount we have to set aside to repay loans.

# **GLOSSARY OF TERMS**

## **National Non-Domestic Rates (NNDR)**

The NNDR, or Business Rate, is the charge occupiers of business premises pay to finance part of local authority spending. The NNDR is set by Government and is a percentage of the rateable values. The percentage is the same throughout Wales. The total collected is split between individual authorities in proportion to their adult populations.

## **Net Realisable Value**

The selling price of the asset, reduced by the relevant cost of selling it.

## **Non Distributable Costs**

These are costs that relate to past activity costs, such as the cost of redundant assets or information technology, or past service pension that cannot be allocated to services.

## **Operating leases**

These are leases where risks (and rewards) of ownership of the asset remain with the owner.

## **Precepts**

This is the amount we pay to a non-billing authority (for example a community council) so that it can cover its expenses (after allowing for its income).

## **Provision**

A provision is an amount we set aside in our accounts for expected liabilities which we cannot measure accurately.

## **Public Works Loan Board (PWLB)**

This is a Government agency which provides longer-term loans to local authorities. It charges interest rates only slightly higher than those at which Government itself can borrow.

## **Related party transactions**

These are the transfer of assets or liabilities or the performance of services by, to or for a related party no matter whether a charge is made.

## **Reserves**

These are sums set aside to meet future expenditure. They may be earmarked to fund specific expenditure or be held as general reserves to fund non specific future expenditure.

## **Revaluation Reserve**

This reserve represents the difference between the revalued amount of fixed assets in the Balance Sheet and their depreciated historical cost.

## **Revenue account**

This is an account which records our day-to-day spending and income on items such as salaries and wages, running costs of services and the financing of capital expenditure.

# **GLOSSARY OF TERMS**

## **Scheduled organisation**

An organisation whose employees have an automatic right to be members of a pension fund.

## **Securities**

These are investments such as stocks, share and bonds.

## **Stocks**

Stocks are raw materials we purchased for day to day use. The value of those items we had not used at the date of the balance sheet is shown in current assets in the balance sheet.

## **Subsidiary**

An entity is a subsidiary of the reporting authority if:

- the authority is able to exercise control over the operating and financial policies of the entity, and
- the authority is able to gain benefits from the entity or is exposed to the risk of potential losses arising from this control.

## **Temporary Borrowing or Investment**

This is money we borrowed or invested for an initial period of less than one year.

## **Transfer value**

This is the value of payments made between funds when contributors leave service with one employer and decide to take the value of their pension contributions to their new employer's fund.

## **Trust Funds**

Trust funds hold an individual's or organisation's money on their behalf. Trustees administer the money for the owners.

## **Unit Trusts**

These are investment companies which accept money from many different investors. The money is pooled and used to buy investments.

## **Venture Capital Units**

These are investments we have made in businesses where there is a higher risk but where rewards are also likely to be higher, if the businesses are successful.

## **Work in Progress**

Work in progress is the value of work done on an unfinished project at the date of the balance sheet and which has not yet been recharged to the appropriate revenue account.