APPENDIX 2

Financial Accounts

For the year ended

31 March 2021

A greener place   Man gwyrddach

Caerphilly County Borough Council

Financial accounts for the year ended 31 March 2021

Narrative Report

Introduction

Caerphilly County Borough is located in the South Wales valleys covering an area of approximately 278 square kilometres stretching from Cardiff in the south of the county to the start of the Brecon Beacons in the north of the county. Caerphilly County Borough Council ("the Council") serves a population of 181,731.

The Council's current Cabinet will lead the administration until the next local government elections in May 2022. The Cabinet launched a set of commitments to the organisation to staff and to communities early on in its tenure, which are incorporated into the Council's Corporate Plan (2018-2023).

The Cabinet commitments are:

- We will always do our best to protect jobs and services within the current challenging financial climate;
- We will build on Caerphilly County Borough Council's reputation as an innovative, high performing local authority;
- We will ensure we have an engaged and motivated workforce;
- We will always strive to ensure Caerphilly County Borough Council delivers value for money in everything it does;
- We will help protect the most vulnerable people in our society and make safeguarding a key priority;
- We will always welcome feedback and consider the views of residents, staff and other key stakeholders;
- We will be open, honest and transparent in everything we do.

The Corporate Plan (2018-2023) also sets out the Council's Well-being Objectives. These Objectives were informed by the data and narrative included within the local assessment of well-being carried out by the Caerphilly Public Services Board (PSB). The Corporate Plan includes our well-being statement detailing why we chose our objectives and how they will be monitored and resourced. The six Well-being Objectives are as follows:

- Improve education opportunities for all;
- Enable employment;
- Address the supply, condition and sustainability of homes throughout the County Borough and provide advice, assistance or support to help improve people's well-being;
- Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment;
- Creating a county borough that supports a healthy lifestyle in accordance with the Sustainable Development Principle in the Well-being of Future Generations(Wales) Act 2015;
- Support citizens to remain independent and improve their well-being.

Our Well-being Objectives are reflected in, and support those of our partners on the Caerphilly Public Services Board. Across the public and voluntary sector, we are working in collaboration to secure the well-being of our future generations.

The accounts on the following pages show the financial performance for the year of all activities undertaken by the Council. Whilst the accounts have been presented as clearly as possible, local authority accounts are technical and complex. Consequently, the purpose of this Narrative Report is to offer a guide to the most significant matters appearing in the accounts and to provide a summary of the financial performance for the year.

Narrative Report

2020/2021 Revenue Expenditure

Details of the Council's revenue expenditure for the year are provided in the Comprehensive Income and Expenditure Statement on page 17. The account is classified according to service expenditure areas.

In 2020/2021, the Council's expenditure and income compared to budget was: -

Service Area	**Original Estimate £000**	**Revised Estimate £000**	**Outturn £000**	**In Year use of Reserves £000**	**Revenue Contribution to capital £000**	**(Overspend) /Underspend £000**
Education and Lifelong Learning	139,001	139,001	126,200	575	21	12,205
Social Services and Housing	93,548	93,548	88,128	(1,004)	1,299	5,125
Communities	51,728	51,728	47,813	(2,141)	3,087	2,969
Corporate Services	71,853	71,853	54,086	11,164	146	6,457
Housing Revenue Account	0	0	(21,292)	(7,982)	19,256	10,018
Total Service Expenditure	**356,130**	**356,130**	**294,935**	**612**	**23,809**	**36,774**
Funding Income	(355,080)	(355,080)	(356,823)	0	0	1,743
Budget Strategy Contribution from Reserves	(1,050)	(1,050)	0	(1,050)	0	0
Surplus / (Deficit) on Provision of Services	0	0	**(61,888)**	(438)	23,809	**38,517**
Transfer to Earmarked Reserves						27,889
Transfer to General Fund Reserves						10,628
Total Transfer to Balance Sheet						**38,517**
General Fund Reserves as at 31 March 2020						**(15,023)**
Budget Strategy Contribution						1,050
In Year Movement						3,289
Outturn Contribution						(10,628)
General Fund Reserves as at 31 March 2021						**(21,312)**

Further details of the Council's outturn performance against budget can be found in the Head of Financial Services & Section 151 Officer's 'Provisional Revenue Budget Outturn for 2020/2021 Report' which was presented to Cabinet on 7 July 2021 and Full Council on 13 July 2021. The report is available through the link below (www.Caerphilly.gov.uk/Councilanddemocracy/meetings) :

Provisional Revenue Outturn for 2020-21.p

The actual expenditure is compared in broad terms to the revised budget for the current financial year. However, the expenditure on individual Directorates does not mirror that shown in the Comprehensive Income and Expenditure Statement because budget monitoring is carried out on a Directorate basis and re-categorised in the Comprehensive Income and Expenditure Statement to comply with recommended accounting practice. The Comprehensive Income and Expenditure Statement figures also include accounting adjustments in respect of depreciation, capital grants and contributions, IAS 19 pension costs and a number of items included within the Directorates within the budget summary that are shown below the Cost of Service line within the Account.

Narrative Report

Funding Income

The following table details the main sources of income received by the Council to fund service expenditure in 2020/2021:

Funding Income	2020/2021 Revised Estimate £000	Outturn £000	Variance £000
Council Tax (net of Police Authority and Community Council Precepts)	71,713	72,334	(621)
Revenue Support Grant	223,014	223,014	0
Non Domestic Rates	61,476	61,476	0
Total Funding Income	**356,203**	**356,824**	**(621)**

Housing Revenue Account

Details of the Housing Revenue Account are set out on pages 101 to 107. For 2020/2021, the actual outturn compared to budget, based on our management accounts for the year, was as follows:

	2020/2021 Original Estimate £000	Actual Outturn £000	Variance £000
Expenditure	66,793	35,650	(31,143)
Income	(66,793)	(56,942)	9,851
(Surplus)/Deficit for the year on HRA Services	0	(21,292)	(21,292)

Reserves

The amounts shown as unusable reserves relate to capital and pension reserves, which do not constitute 'usable resources'. Further details of movements are detailed in note 21.

		1 April 2020 £000	Movement £000	31 March 2021 £000
Reserves	- Usable	(139,425)	(40,630)	(180,055)
	- Unusable	(259,745)	160,049	(99,696)
		(399,170)	**119,419**	**(279,751)**

Loan Debt

The total amount outstanding as at 31 March 2021 was £312.555m, as measured on an amortised cost basis, the majority being owed by the Council to the PWLB. The balance comprises loans from the money market. Analysis of the loan debt is shown in the note 12. The nominal value represents the principal amount outstanding at the Balance Sheet date.

Narrative Report

	2019/2020 £000	2020/2021 £000
Amortised Cost of Loans:		
Loan debt repayable in one year	(5,880)	(4,924)
Loan debt repayable in more than one year	(298,468)	(308,749)
	(304,348)	**(313,673)**
Nominal Value of Loans:		
Loan debt repayable in one year	(3,103)	(4,924)
Loan debt repayable in more than one year	(298,468)	(308,749)
	(301,571)	**(313,673)**

Policy on Payment of Creditors

The Late Payment of Commercial Debts (Interest) Act 1998 requires that creditors be paid without undue delay and within a 30-day settlement period. In 2020/2021, 95.66% of payments were made within 30 days (95.72% in 2019/2020). However, it is the Council's aim to pay undisputed invoices to local small and medium sized businesses within an average of 13 calendar days in order to have a positive effect on the local economy. In 2020/2021, invoices were settled within an average of 11.25 calendar days (10.91 calendar days in 2019/2020).

Pension Liability

Following the adoption of IAS 19 "Employee Benefits" by local authorities, the Council is required to recognise in its accounts, its share of the net assets/liabilities of any defined benefit pension scheme.

The net pensions asset/liability to be recognised is made up of two elements:

- Assets – the Council's attributable share of the investments held in the pension scheme to cover its liabilities, measured at fair value.
- Liabilities – the retirement benefits that have been promised under the formal terms of the pension scheme.

The total net liability included for 2020/2021 is £704.425m (£514.371m in 2019/2020). Although this liability has a substantial impact upon the net worth of the Council, statutory arrangements exist to fund the deficit to ensure that the financial position of the Council will remain healthy. The deficit will be made good by increased contributions over the remaining working lives of employees, as assessed by the scheme actuary.

Details of this liability are shown in the notes accompanying the Core Financial Statements in note 13.

2020/2021 Capital Expenditure

Capital expenditure during the year amounted to some £51.932m (2019/2020 - £76.26m), the major items within this figure being identified below:

Narrative Report

	£000	£000
Housing:		
Repairs and Improvements	20,385	
Improvement Grants & Private Sites	564	
		20,949
Non Housing:		
Education & Lifelong Learning	5,272	
Social Services	970	
Infrastructure	10,040	
Business Enterprise Renewal Team	7,088	
Property	936	
Public Protection	1,212	
Sports and Leisure (including Countryside)	1,273	
Corporate Services	4,192	
		30,983
		51,932
Financed by : Grants including Minimium Revenue Provision		34,334
Other		17,598
		51,932

Capital expenditure was financed by grants (£34.334m) and other sources (£17.598m). The Council has also entered into several finance leases in previous years for buildings for use in its Social Services provision and computer equipment in schools.

Future Financial Developments

Due to the ongoing programme of austerity and increasing demand for a number of services, the financial position for Local Government has been very challenging in recent years. During the period 2008/09 to 2020/21 Caerphilly CBC has delivered savings of £106m to address reductions in funding and inescapable cost pressures.

Caerphilly CBC's budget for the 2020/21 financial year was approved by Council on the 20th February 2020 and this included further savings of £3m to ensure that financial commitments can be met and that a balanced budget can be achieved.

The Council has strived to limit the impact of savings on front-line services. However, due to the scale of the ongoing financial challenge this is becoming increasingly difficult and in recent years savings have been required in a number of areas that impact on the public.

The funding situation for Local Government is unlikely to improve for some time and this will be exacerbated by the likely medium to longer-term economic impact of the COVID-19 pandemic. The emergence of the Coronavirus in early 2020 posed a significant and unprecedented challenge to our way of life and the way in which the Council provides its services.

In response to the pandemic the Council refocussed, repurposed and reshaped its priorities and how it works within a very short timescale. This ensured that we were well placed and equipped to respond to the immediate needs of our communities.

The Council incurred significant additional costs during the 2020/2021 financial year due to the pandemic and also lost income in several key areas. However, the Welsh Government provided a significant financial support package through the COVID-19 Hardship Fund and a range of other specific grants to help local authorities manage the impact of additional costs and income losses, with the Council receiving circa £32.8m. The Welsh Government has also committed to further financial support through the COVID-19 Hardship Fund for 2021/2022 to deal with the ongoing impact of the pandemic.

The total 2020/2021 underspend across all service areas including Schools and the Housing Revenue Account (HRA) is £38.517m. The level of underspend is significantly higher than in previous years and reflects the unprecedented impact of COVID-19 on changes in working practices, along with the scale of one-off financial support provided (large elements of which were not received until the latter part of the financial year).

The underspend for 2020/2021 presented an opportunity for significant one-off investments to support the Council in the delivery of its key priorities, our recovery from the pandemic, and the ongoing delivery of our ambitious transformation programme. Details of these one-off investments totalling £13.4m are included in the 'Provisional Revenue Budget Outturn for 2020/2021 Report' approved by Cabinet on 7 July 2021 and Full Council on 13 July 2021.

The medium-term financial outlook remains challenging and the 2021/2022 Budget Report presented to Council on 24 February 2021 included an updated Medium-Term Financial Plan which showed a potential savings requirement of £21.1m for the four-year period 2022/2023 to 2025/2026.

The financial challenges that we will continue to face mean that we will need to maintain our focus on prudent financial management to ensure that the Council remains financially resilient. Even before the emergence of COVID-19 it was widely accepted that the Council cannot continue as it is and an acknowledgement that we need to examine the way in which we use our resources to deliver the services required by our communities across the county borough.

At its meeting on 12 June 2019 the Council's Cabinet approved the Future Caerphilly Transformation Strategy, ***Team Caerphilly – Better Together***. This Strategy sets out details of a major transformation programme to examine how services are prioritised, how they can become more business efficient, to explore opportunities for greater customer focus and digital delivery, and to consider alternative delivery models and seek out commercial opportunities. Furthermore, to enable the Authority to continue providing high quality value for money services in an environment that will require new approaches and new skills, the Strategy acknowledged that a new relationship will need to be built with staff and communities.

The Strategy is multi-faceted and at the core of the programme of change is the new mantra of *Social Heart and Commercial Head*. This recognises a commitment to public service and the needs of citizens, but also demonstrates a commitment to explore commercial and investment opportunities, where appropriate, to generate income that can be reinvested in services to help them remain resilient in the current challenging financial climate.

The strategic programme of "whole-authority" work is being delivered through the following key themes, which underpin the new operating model of the Council: -

Narrative Report

Underpinning this model of delivery will be an integrated programme of social, economic and environmental regeneration projects that will begin to reshape the County Borough. These are: -

- The completion of a £270m physical improvement programme to our housing stock through the delivery of the Welsh Housing Quality Standard (WHQS).
- Implementing the Shared Ambitions Strategy to raise standards and ensure our learners are healthy, confident, proud and ambitious and can benefit from high quality educational opportunities, settings and experiences.
- The commencement of the second phase of the 21st Century schools programme.
- Delivering the Council's emerging Digital Strategy by opening the Digital Front Door and introducing a wide-ranging digital transformation programme that transforms every aspect of service delivery.
- Continuing the delivery of the Sports and Active Recreation Strategy, providing a sustainable approach to leisure and physical activity provision.
- The introduction of an integrated "one-stop shop" public service offer located within the heart of our communities, through the provision of strategically located integrated hubs, enhancing our engagement and service offer to the public.
- An exciting programme of economic, social and environmental investments to enable inclusive growth and opportunity across the County Borough, that aligns and positions us firmly with the City Region's economic ambitions. This will also include maximising our Green energy credentials through effective and innovative use of our assets.

Good progress has been made to date in implementing the Strategic Action Plan that underpins the Transformation Strategy. The emergence of COVID-19 and the required response has accelerated the pace of change in some areas, and we will now seek to build on this moving forward to ensure that we can offer cost effective, resilient services that meet the needs of our communities through these challenging times and in the medium to longer-term.

The learning that the Council has developed through its response to COVID-19 has helped reshape and expand the transformation programme. At its meeting on 22 July 2020, Cabinet endorsed the inclusion of ten Corporate Reviews within the Team Caerphilly – Better Together programme, all of which expand on or embed further many of the positive changes implemented in response to COVID-19.

The Corporate Reviews are as follows: -

<table>
<tr><td>1</td><td>Walk in Services Review</td><td rowspan="5">OneCouncil</td><td rowspan="10">Learning Organisation</td></tr>
<tr><td>2</td><td>Remote Contact Review</td></tr>
<tr><td>3</td><td>Front Line Delivery Review</td></tr>
<tr><td>4</td><td>Support Services Review</td></tr>
<tr><td>5</td><td>Information, Insight and Intelligence Review</td></tr>
<tr><td>6</td><td>Flexible Working Review</td><td rowspan="5">Workforce & Resources</td></tr>
<tr><td>7</td><td>Sustainable Financial Planning Review</td></tr>
<tr><td>8</td><td>Workforce Development Review</td></tr>
<tr><td>9</td><td>Corporate Volunteering & Community Partnership Review</td></tr>
<tr><td>10</td><td>Decision-Making Review</td></tr>
</table>

Progress on delivering the reviews is being monitored by the Team Caerphilly Programme Board with periodic updates also being provided to the Policy & Resources Scrutiny Committee and Cabinet.The Council's Medium-Term Financial Plan (MTFP) will be updated during the coming months and this will be the subject of future reports to both Cabinet and Council.

At its meeting on 30 September 2020 the Cabinet also approved a Strategic Framework for Recovery setting out our strategic aim for recovery from the pandemic together with a set of underlying principles and values through which our recovery work will be guided.

Welsh Government Agency Arrangements

During 2020-2021, the Council administered several Covid-19 support schemes on behalf of Welsh Government. These schemes were administered on an agency basis with no income or expenditure included within the Council's revenue account. The Council made payments totalling £62.1m and received £62.3m in Welsh Government funding.

Brexit

The Brexit withdrawal agreement was signed on 24 January 2020, setting the terms of the withdrawal of the UK from the European Union (EU). The withdrawal agreement provided for a transition period until 31 December 2020, during which the UK remained in the single market, in order to ensure frictionless trade until a long-term relationship was agreed. If no agreement was reached by this date, then the UK would have left the single market without a trade deal on 1 January 2021.

A Post-Brexit agreement on trade and other issues was subsequently agreed between the UK and the EU in December 2020. This deal avoided the disruption of a no-deal Brexit in the middle of the COVID-19 pandemic, and marked a new era after more than 40 years of UK membership of the EU.

The ongoing uncertainty surrounding the UK's exit from the EU inevitably created challenges for the Council and the communities that we support. Despite this high level of uncertainty the Council took steps to prepare for the potential impacts arising from Brexit, particularly leaving in a no deal scenario. An internal Group was established consisting of key officers and cross party political representation to ensure that appropriate actions were taken to help mitigate the risks of Brexit. Key risks were identified in respect of: -

- potential disruption to the supply chain;
- potential increases in prices for goods and services;
- potential impact on the supply of labour, particularly for commissioned services; and
- potential negative impacts on small businesses in the short to medium-term, along with the potential for a lack of inward investment in the longer-term.

This Group continued to meet throughout the 2020/2021 financial year to ensure that all potential impacts were considered and monitored. The Group has now been stood down and any Brexit related service impacts moving forward will be identified and reported through Directorate Management Teams and the Corporate Management Team.

In response to the COVID-19 outbreak a Business Support Group was established to monitor the impact of the pandemic on local businesses and to ensure that available grant funding was channelled effectively. This Group will continue to meet but its focus will now turn to providing strategic advice to the Corporate Management Team and Cabinet on significant matters arising for businesses in the local economy related to the UK's withdrawal from the EU.

Code of Practice on Local Authority Accounting in the United Kingdom 2020/2021

The above publication, (the Code) published by the Chartered Institute of Public Finance and Accountancy (CIPFA) governs the items to be disclosed in these Financial Accounts. It makes no changes for 2020/2021 that are applicable to the Authority.

Statement of Responsibilities for the Statement of Accounts

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 Head of Financial Services & S151 Officer.

- to manage its affairs to secure economic, efficient and effective use of resources and to safeguard its assets; and
- to approve the Statement of Accounts.

Responsibilities of the Head of Financial Services & S151 Officer

The Head of Financial Services & S151 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 of Practice').

In preparing this Statement of Accounts, the Head of Financial Services & S151 Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent; and
- complied with the Local Authority Code.

The Head of Financial Services & S151 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.

Certificate of the Head of Financial Services & S151 Officer

S. Harris, Head of Financial Services & S151 Officer **Date:**

The accounts were approved by the Council on

Signed on behalf of Caerphilly County Borough Council:

Councillor C. Andrews, Mayor
Chair of Meeting Approving the Accounts **Date:**

The Independent auditor's report of the Auditor General for Wales to the Members of Caerphilly County Borough Council

Opinion on financial statements

I have audited the financial statements of Caerphilly County Borough Council for the year ended 31 March 2021 under the Public Audit (Wales) Act 2004.

Caerphilly County Borough Council's financial 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 and the related notes, including a summary of significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2020-21.

In my opinion the financial statements:

- give a true and fair view of the financial position of Caerphilly County Borough Council as at 31 March 2021 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with legislative requirements and international accounting standards as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2020-21.

Basis of opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I am independent of Caerphilly County Borough Council in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

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

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

My responsibilities and the responsibilities of the responsible financial officer with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The Responsible Financial Officer is responsible for the other information contained within the annual report. My opinion on the financial statements does not

The Independent auditor's report of the Auditor General for Wales to the Members of Caerphilly County Borough Council

cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon. My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Report on other requirements

Opinion on other matters

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

- the information contained in the Narrative Report for the financial year for which the financial statements are prepared is consistent with the financial statements and the Narrative Report has been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2020-21;
- The information given in the Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and the Governance Statement has been prepared in accordance with guidance.

Matters on which I report by exception

In the light of the knowledge and understanding of Caerphilly County Borough Council and its environment obtained in the course of the audit, I have not identified material misstatements in the Narrative Report or the Governance Statement.

I have nothing to report in respect of the following matters, which I report to you, if, in my opinion:

- adequate accounting records have not been kept, or returns adequate for my audit have not been received from branches not visited by my team;
- the financial statements are not in agreement with the accounting records and returns; or
- I have not received all the information and explanations I require for my audit.

Responsibilities

Responsibilities of the responsible financial officer for the financial statements

As explained more fully in the Statement of Responsibilities for the Statement of Accounts set out on page 10, the responsible financial officer is responsible for the preparation of the statement of accounts, which give a true and fair view, and for such internal control as the responsible financial officer determines is necessary to enable the preparation of statements of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the statement of accounts, the responsible financial officer is responsible for assessing Caerphilly County Borough Council's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements

The Independent auditor’s report of the Auditor General for Wales to the Members of Caerphilly County Borough Council

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

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

My procedures included the following:

- Enquiring of management and those charged with governance, including obtaining and reviewing supporting documentation relating to Caerphilly County Borough Council’s policies and procedures concerned with:
    - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
    - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
    - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- Considering as an audit team how and where fraud might occur in the financial statements and any potential indicators of fraud.
- Obtaining an understanding of Caerphilly County Borough Council’s framework of authority as well as other legal and regulatory frameworks that Caerphilly County Borough Council operates in, focusing on those laws and regulations that had a direct effect on the financial statements or that had a fundamental effect on the operations of Caerphilly County Borough Council.

In addition to the above, my procedures to respond to identified risks included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management, the Governance and Audit Committee, and legal advisors about actual and potential litigation and claims;
- reading minutes of meetings of those charged with governance and the Council;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business; and

I also communicated relevant identified laws and regulations and potential fraud risks to all audit team and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

The extent to which my procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of Caerphilly County Borough Council’s controls, and the nature, timing and extent of the audit procedures performed.

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

The Independent auditor's report of the Auditor General for Wales to the Members of Caerphilly County Borough Council

Certificate of completion of audit

I certify that I have completed the audit of the accounts of Caerphilly County Borough Council in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Auditor General for Wales' Code of Audit Practice.

Adrian Crompton
Auditor General for Wales
18 October 2021

24 Cathedral Road
Cardiff
CF11 9LJ

Introduction to Accounting Statements

The Authority's accounts for the year 2020/2021 are set out in the following pages and comprise:

a) **The Comprehensive Income and Expenditure Statement** – showing 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. The Authority raises 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) **The Movement in Reserves Statement (MiRS**) – showing the movement in the year on the different reserves held by the Authority. It is analysed into 'Usable Reserves' being 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. This differs from the statutory amounts charged to the Council Fund Balance for council tax setting purposes and Housing Revenue Account Balance for dwellings rent setting purposes. The 'Net Increase/Decrease before Transfers to Earmarked Reserves' line shows the statutory Council Fund Balance and Housing Revenue Account Balance before the Authority undertakes any discretionary transfers to or from earmarked reserves.

c) **The Balance Sheet** – showing 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. Reserves are reported in two categories. The first category of reserves are 'usable reserves', being those reserves that may be used 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'.

d) **The Cash Flow Statement** – which shows the changes in cash and cash equivalents of the Authority during the year. 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.

e) **The Housing Revenue Account (HRA)** – this is separated into two statements. The HRA Income and Expenditure Statement which 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. The Authority charges rents to cover expenditure in accordance with regulations, which may be different from the accounting cost. The increase or decrease in the year in the balance on the HRA account (the basis of which rents are raised) is shown in the Movement on the Housing Revenue Account Statement.

The Financial Statements as a whole are IFRS compliant. Further information and support is provided in the Notes to the Core Accounts and the Auditors' Report.

Comprehensive Income and Expenditure Statement

For the year ended

31 March 2021

Comprehensive Income and Expenditure Statement

31 March 2020				31 March 2021			
Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure	
£000	£000	£000		£000	£000	£000	Note
194,945	(45,941)	149,004	Education and Lifelong Learning	190,077	(47,579)	142,498	
153,703	(55,290)	98,413	Social Services and Housing	163,353	(67,680)	95,673	
99,661	(29,790)	69,871	Communities	96,952	(28,701)	68,251	
94,602	(57,011)	37,591	Corporate Services	96,324	(60,335)	35,989	
44,821	(58,298)	(13,477)	Housing Revenue Account	44,167	(56,639)	(12,472)	
587,732	**(246,330)**	**341,402**	**Cost of Services**	**590,873**	**(260,934)**	**329,939**	
93,779	(5,251)	88,528	Other Operating Expenditure	54,964	(1,795)	53,169	**9**
32,987	(1,062)	31,925	Financing and Investment Income and Expenditure	30,008	(758)	29,250	**10**
	(379,857)	(379,857)	Taxation and Non-Specific Grant Income		(419,942)	(419,942)	**11**
		81,998	**(Surplus)/Deficit on Provision of Services**			**(7,584)**	
		(45,962)	(Surplus)/deficit on revaluation of non-current assets			(37,312)	**30**
		(157,686)	Actuarial (gains)/losses on pensions assets/liabilities			164,315	**13**
		(203,648)	**Other Comprehensive (Income) and Expenditure**			**127,003**	
		(121,650)	**Total Comprehensive (Income) and Expenditure**			**119,419**	

Movement in Reserves Statement

For the year ended

31 March 2021

Movement in Reserves Statement

	Council Fund Balance £000	Earmarked Reserves £000	Total Council Fund Balances £000	Housing Revenue Account £000	Capital Grants Unapplied £000	Capital Receipts Reserve £000	**Total Usable Reserves £000**	**Unusable Reserves £000**	**Total Authority Reserves £000**	**Note**
Balance at 1 April 2019	**(15,089)**	**(75,807)**	**(90,896)**	**(6,041)**	**(11,607)**	**(9,979)**	**(118,523)**	**(158,997)**	**(277,520)**	
Movement in reserves during 2019/2020										
Total Comprehensive Income and Expenditure	50,958	0	**50,958**	**31,040**	**0**	**0**	**81,998**	**(203,648)**	**(121,650)**	
Adjustments between accounting basis and funding basis under regulations	(60,609)	0	**(60,609)**	(37,840)	(3,828)	(5,251)	**(107,528)**	**107,528**	0	**7**
(Increase)/Decrease in Year	(9,651)	0	**(9,651)**	**(6,800)**	**(3,828)**	**(5,251)**	**(25,530)**	**(96,120)**	**(121,650)**	
Transfers (to)/from earmarked reserves	9,717	(9,717)	**0**	0	8	4,620	4,628	(4,628)	0	
Balance at 31 March 2020	**(15,023)**	**(85,524)**	**(100,547)**	**(12,841)**	**(15,427)**	**(10,610)**	**(139,425)**	**(259,745)**	**(399,170)**	
Movement in reserves during 2020/2021										
Total Comprehensive Income and Expenditure	(10,687)	0	**(10,687)**	**3,103**	**0**	**0**	**(7,584)**	**127,003**	**119,419**	
Adjustments between accounting basis and funding basis under regulations	(25,997)	0	**(25,997)**	(5,177)	(4,665)	(1,795)	(37,634)	37,634	0	**7**
(Increase)/Decrease in Year	(36,684)	0	**(36,684)**	**(2,074)**	**(4,665)**	**(1,795)**	**(45,218)**	**164,637**	**119,419**	
Transfers (to)/from earmarked reserves	30,394	(30,394)	**0**	0	2,439	2,149	4,588	(4,588)	0	
Balance at 31 March 2021	**(21,313)**	**(115,918)**	**(137,231)**	**(14,915)**	**(17,653)**	**(10,256)**	**(180,055)**	**(99,696)**	**(279,751)**	

Balance Sheet

As at 31 March 2021

Balance Sheet

31 March 2020 £000		31 March 2021 £000	Note
1,158,284	Property, Plant & Equipment	1,169,829	22
10,785	Heritage Assets	13,780	23
31,004	Long Term Investments	31,393	12
776	Long Term Debtors	638	
1,200,849	**Long Term Assets**	**1,215,640**	
79,919	Short Term Investments	81,646	12
824	Assets Held for Sale	1,627	
406	Inventories	405	
52,946	Short Term Debtors	80,598	25
701	Cash and Cash Equivalents	24,679	26
134,796	**Current Assets**	**188,955**	
(5,880)	Short Term Borrowing	(4,924)	12, 27
(80,457)	Short Term Creditors	(71,448)	27
(1,216)	Short Term Provisions	(1,328)	
(87,553)	**Current Liabilities**	**(77,700)**	
(3,179)	Long Term Provisions	(3,512)	
(298,468)	Long Term Borrowing	(308,749)	12
(545,970)	Other Long Term Liabilities	(732,798)	12-14
(1,305)	Capital Grants Receipts in Advance	(2,085)	
(848,922)	**Long Term Liabilities**	**(1,047,144)**	
399,170	**Net Assets**	**279,751**	
(139,425)	Usable Reserves	(180,055)	21
(259,745)	Unusable Reserves	(99,696)	21
(399,170)	**Total Reserves**	**(279,751)**	

The notes on pages 25 to 100 form part of the statement of accounts.

Cash Flow Statement

For the year ended 31 March 2021

Cash Flow Statement

2019/2020 £000		2020/2021 £000	Note
81,998	**Net (surplus) or deficit on provision of services**	**(7,584)**	
(161,153)	Adjust net surplus or deficit on the provision of services for non cash movement	(57,040)	**39**
29,269	Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities	37,385	**39**
(49,886)	Net cash flows from Operating Activities	**(27,239)**	
65,489	Investing Activities	15,023	**41**
(15,450)	Financing Activities	(11,762)	**42**
153	Net (increase) or decrease in cash and cash equivalents	**(23,978)**	
(854)	Cash and cash equivalents at the beginning of the reporting period	(701)	
(701)	**Cash and cash equivalents at the end of the reporting period**	**(24,679)**	**26**

Notes

to the

Core Financial Statements

Notes to the Core Financial Statements (continued)

1. Accounting Policies

a) General Principles

The Statement of Accounts summarises the Authority's transactions for the 2020/2021 financial year and its position at the year-end of 31 March 2021. The Authority is required to prepare an annual Statement of Accounts by the Accounts and Audit (Wales) Regulations 2014 (as amended by the 2018 Regulations) in accordance with proper practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2020/2021 (the Code) supported by International Financial Reporting Standards (IFRS). The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments. Accounting policies have been consistently applied from one year to the next, unless stated otherwise. The financial statements are prepared on a going concern basis.

b) Accruals of Income and Expenditure

Revenue from contracts with service recipients, whether for services or the provision of goods is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.

- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses relating to services received (including those 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 based on the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- 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.
- Revenue from grants is recognised in accordance with accounting policy note h).

c) Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in three months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Authority's cash management.

d) Charges to revenue for non-current assets

Services 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 non-current assets attributable to the service.

The Authority is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisations. However it is required to make an annual contribution from revenue towards the

Notes to the Core Financial Statements (continued)

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 amortisations are therefore replaced by the contribution in the Council Fund balance (Minimum Revenue Provision – “MRP”), by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

e) 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 and paid sick leave and non-monetary benefits (e.g. cars) for current employees and 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. time off in lieu) 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 Council Fund in the financial year in which the holiday absence occurs.

Termination Benefits

Termination benefits are amounts payable as 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 and are charged on an accruals basis in the Comprehensive Income and Expenditure Statement at the earlier of when the Authority can no longer withdraw the offer of those benefits or when the Authority recognises costs for a restructuring.

When termination benefits involve the enhancement of pensions, statutory provisions require the Council Fund balance to be charged with an amount payable by the Authority to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.

Post-Employment Benefits

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

- The Teachers’ Pension Scheme, administered by Capita Teachers’ Pensions on behalf of the Department for Education (DfE).
- The Local Government Pension Scheme, administered by Torfaen County Borough Council.

Both schemes provided defined benefits to members (retirement lump sums and pensions), earned as employees working for the Authority.

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

The Local Government Pension Scheme

Notes to the Core Financial Statements (continued)

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

- The liabilities of the Greater Gwent (Torfaen) Pension Scheme attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc., and projections of projected earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate of 2.0% (2.3% in 2019/2020) based on indicative returns of the iBoxx Sterling AA Rated Corporate Bond.
- The assets of the Greater Gwent (Torfaen) Pension Scheme attributable to the Authority are included in the Balance Sheet at their fair value:
  - Quoted securities – current bid price
  - Unquoted securities – professional estimate
  - Unitised securities – current bid price
  - Property – market value.

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 revenue accounts of 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 Provision of Services in the Comprehensive Income and Expenditure Statement.
  - Net interest on the net defined benefit liability, i.e. net interest expense for the Authority – the change during the period in the net defined benefit liability 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 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 assets – excluding amounts included in the net interest on the net defined benefit liability – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
  - Actuarial gains/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.
- **Contributions paid to the Torfaen 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 Council 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 appropriations to and from the Pensions Reserve to remove the debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any amounts payable to the fund but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the Council Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

Former Authority Liabilities

The Authority has a number of unfunded pension liabilities in respect of employees of the former County and District councils with the Greater Gwent (Torfaen) Pension Fund and the Rhondda Cynon Taff pension fund. These pension costs are paid by the Authority as they arise in year. Further details can be found in Note 13.

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.

f) Events after the Reporting Period

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.

g) Financial Instruments

Financial Liabilities

Financial liabilities are initially measured at fair value and carried in the Balance Sheet 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 interest rate (EIR) for the instrument. For most of the borrowings that the Authority has, this means that the amount included in the Balance Sheet is the outstanding principal repayable (plus accrued interest, split between that element which is short term, due within one year and that which is long term, due over one year).

The Authority shall derecognise a financial liability (or a part of a financial liability) when, and only when, it is extinguished – i.e. when the obligation specified in the contract is discharged or cancelled or expires. The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid including any non-cash assets transferred or liabilities assumed shall be recognised in Surplus or Deficit on the Provision of Services. There is no requirement to set aside an impairment loss allowance provision for financial liabilities since it is assumed that the Authority will meet its liabilities in full as they become due.

Financial Assets

A financial asset is a right to future economic benefits controlled by the Authority that is represented by cash, equity instruments or a contractual right to receive cash or other financial assets or a right to exchange financial assets and liabilities with another entity that is potentially favourable to the Authority.

Financial Assets are classified into three categories:

- Amortised cost:
- Fair value through profit or loss (FVPL); and
- Fair value through other comprehensive income (FVOCI)

The accounting classification of financial assets depends on two main tests: whether the cash flows are solely payments of principal and interest; and if yes, the authority’s business model for managing the assets. Under IFRS 9 there are three business models where financial assets meet the “solely

Notes to the Core Financial Statements (continued)

payments of principal and interest" test. The classification depends on the Authority's model for managing the assets. The Authority's preferential business model is to collect cash flows, and subsequently financial assets will be held at amortised cost.

Financial Assets measured at Amortised Cost - Financial assets measured at amortised cost are characterised by cash flows that are solely payments of principal and interest and the Authority's business model is to collect those cash flows. These assets 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 (CIES) 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 financial assets held by the authority, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the CIES is the amount receivable for the year in the loan agreement.

Historically, the authority has made a number of loans to voluntary organisations at less than market rates (soft loans). When soft loans are made, a loss is recorded in the CIES (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 CIES 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 CIES 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.

Any gains and losses that arise on derecognition of assets are credited or debited to the Financing and Investment Income and Expenditure line in the CIES.

Financial Assets Measured at Fair Value through Profit of Loss - Financial assets that are measured at FVPL are recognised on the Balance Sheet when the authority becomes a party to the contractual provisions of a financial instrument and are initially measured and carried at fair value. Fair value gains and losses are recognised as they arrive in the Surplus or Deficit on the Provision of Services.

The fair value measurements of the financial assets are based on the following techniques:

1. instruments with quoted market prices – the market price
2. other instruments with fixed and determinable payments – discounted cash flow analysis.
3. The inputs to the measurement techniques are categorised in accordance with the following three levels:

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

Any gains and losses that arise on the derecognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. There is no requirement to set aside an impairment loss allowance provision for financial assets measured at FVPL since increases in the chance of default are presumed to be already included in the fair value.

Financial assets that fall into this accounting measurement category are those held for trading; money market funds; company shares; and strategic investment pool funds. Equity instruments also fall into this category. The Authority's will evaluate each financial asset and determine whether such asset will

Notes to the Core Financial Statements (continued)

be treated as FVPL; or whether a once in the assets lifetime an irrevocable election is made upon initial recognition to elect the investment at FVOCI rather than FVPL. The Authority, where applicable, will make the election in writing and signed by the Head of Corporate Finance and Section 151 Officer. The Authority will not revoke the election before derecognition of the financial asset.

Equity Instrument

If the cash flows of a Financial Asset do not meet the solely payments of principal and interest test, then the asset is an equity instrument. An equity instrument is where the cash flows are not contractual but derive from the investor's ownership of the net assets of another entity. Equity instruments are measured at Fair Value through Profit of Loss unless an irrevocable election is made upon initial recognition to elect the investment at FVOCI rather than FVPL

Expected Credit Loss Model

The authority recognises expected credit losses on all its financial assets held at amortised cost (or where relevant FVOCI), either on a 12-month or lifetime basis. The expected credit loss model also applies to lease receivables and contract assets. Only lifetime losses are recognised for trade receivables (debtors) held by the authority.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses. Where applicable the Authority will use data published by the main credit rating agencies for historical default losses as a means to assess credit risk. These cash flow scenarios are then discounted at the Effective Interest Rate, weighted by their estimated probabilities and totalled to give an expected value. The difference between the expected value and the initial fair value is the expected credit loss, and a loss allowance is set aside for this amount.

CIPFA/LASAAC has ruled that the loss allowance should be zero where the borrower/debtor is a central or local government body. Note that this does not include local authority owned companies.

The Authority will not recognise a loss allowance for expected credit losses on a financial asset where the counterparty for a financial asset is central government or a local authority for which relevant statutory provisions prevent default.

The Authority will fund the impairment loss provision from Miscellaneous Finance/ working balances. A provision will be created on the balance sheet.

h) Government Grants and Contributions

Whether paid on account, by instalments or in arrears, government grants and third-party contributions and donations are recognised as due to the Authority when:
- The Authority has complied with the conditions attached to the payments, and
- The grants and 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 are satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.
Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific

Notes to the Core Financial Statements (continued)

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 Council Fund balance via 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 Reserve. Amounts in the Capital Grants Unapplied reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

i) Joint Operations

Joint operations are arrangements where the parties that have joint control of the arrangements have rights to the assets and obligations for the liabilities relating to the arrangements. Joint Committees are examples of joint operations. The activities undertaken by the Authority in conjunction with other joint operators involve the use of the assets and resources of those joint operations. Where material, the relevant proportion of the transactions and balances are recognised in the Authority's financial statements. These reflect the transactions and balances as per the draft accounts prepared for each Joint Operation.

j) 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).

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 Council

Notes to the Core Financial Statements (continued)

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 to the services benefitting 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

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 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 is credited.

Finance Leases

The Authority has not granted any finance leases of property, plant and equipment to other parties.

k) Overheads and Support Services

The costs of overheads and support services are charged to service segments in accordance with the Authority’s arrangements for accountability and financial performance.

l) Property, Plant and Equipment

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

Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Authority, the cost of the item can be measured reliably and expenditure is above the de-minimis limit of £10,000. 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 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. Borrowing costs incurred whilst assets are under construction are not capitalised.

Notes to the Core Financial Statements (continued)

Donated assets are measured initially at current value. The difference between current value and any consideration paid is credited to the Taxation and Non-Specific Grant Income line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. Until conditions are satisfied, the gain is held in the Donated Assets Account. Where gains are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the Council Fund Balance to the Capital Adjustment Account in the Movement in Reserves Statement.

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

- infrastructure, community assets and assets under construction – depreciated historical cost
- council dwellings – fair value, determined using the basis of existing use value for social housing (EUV-SH)
- surplus assets – fair value, estimated at the highest and best use from a market participant's perspective
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV).

Roads built by Developers are only adopted by the Authority under s38 Highways Adoption Agreements under which the roads need to be constructed to a specified standard. These roads are included at nil cost unless there is any subsequent capital investment on such assets. They will then be held at depreciated historical cost.

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 have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for current value.

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly ensuring 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.)

Where decreases in value are identified, they are accounted for by:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- where there is no balance in the Revaluation Reserve or 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 by:

Notes to the Core Financial Statements (continued)

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- where there is no balance in the Revaluation Reserve or 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 useful lives. An exception 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 a straight-line basis as follows:
- council dwellings – 15 to 40 years
- other land and buildings – 15 to 100 years
- vehicles, plant, furniture and equipment – up to 20 years
- infrastructure assets – 10 to 40 years

Where an item of Property, Plant and Equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately in accordance with our componentisation policy. The Authority applies its componentisation policy to assets that have a carrying value in excess of £3m where the cost of the replacement component represents 20% or more of the total asset.

Depreciation charges are made to the service revenue accounts and trading accounts and have been based on the amount at which an asset is included in the balance sheet, whether net current replacement cost or historical cost.

The depreciation charge will be based on the prior year closing Net Book Value and the remaining Useful Economic Life. A full year's depreciation charge will be made in the year the asset is disposed.

Revaluation gains are depreciated in subsequent years, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

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. Assets are classed as "Held for Sale" where the asset is actively marketed, the sale is expected to qualify for recognition as a completed sale within one year of the date of classification and actions required to complete the plan indicate that significant changes to the plan or withdrawal of the plan are unlikely. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale. 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

Notes to the Core Financial Statements (continued)

date of the decision not to sell. Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale.

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. A proportion of receipts relating to housing disposals (75% for dwellings, buildings and developed land, net of statutory deductions and allowances) is set aside for the redemption of debt. The balance of receipts is 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 Council 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 Council Fund Balance in the Movement in Reserves Statement.

De-Recognised Capital Expenditure

The Authority revalues its housing stock annually. Any capital expenditure incurred on the stock is then componentised. The capital expenditure is then derecognised to avoid double counting as the new component will be included in the revised carrying value.
This 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. The written off value is not a charge against Council Tenants, as the cost of the non-current assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account in the Movement in Reserves Statement.
In respect of capital expenditure on components on general fund property plant and equipment, the capital expenditure is also de-recognised by writing off to Other Operating Expenditure as part of a gain or loss on disposal as mentioned above. The new component is also included in the revised carrying value of the asset.

m) Heritage Assets

The Authority's Heritage Assets consist of Civic Regalia, War Memorials and Land and Buildings, namely Babell Chapel, Gelligroes Mill, Elliott Colliery Winding House, Handball Court Nelson and Llancaiach Fawr Living History Museum. Such assets are held and classed as Heritage Assets as they increase the knowledge, understanding and appreciation of the Authority's history and local area. Further information can be found in Note 23.
Heritage Assets are accounted for in a different way from other property plant and equipment as they are considered to have infinite lives. Such assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Authority's accounting policies on property plant and equipment. As they have infinite lives, no depreciation is charged on these assets. Heritage Assets considered immaterial have been excluded from the Balance Sheet especially where their cost is not readily available and the benefit of valuing the asset is counterweighed by the cost of obtaining the valuation.

n) Private Finance Initiatives (PFI)

Notes to the Core Financial Statements (continued)

PFI contracts are agreements to receive services where the responsibility for making available the non-current assets needed to provide services passes to the PFI contractor. As the Authority is deemed to control the services that are provided under its PFI schemes, and as ownership of the non-current assets will pass to the Authority at the end of the contracts for no additional charges, the Authority carries the non-current assets used in the contracts on the Balance Sheet as part of Property, Plant and Equipment.

The recognition of these non-current assets is balanced by the recognition of liabilities for amounts due to the scheme operators to pay for the assets.

Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as property, plant and equipment owned by the Authority.

The amounts payable to the PFI operators each year are analysed into four elements:

- Fair value of the services received during the year – debited to the relevant service in the Comprehensive Income and Expenditure Statement;
- Finance cost – an interest charge of 9% for the road and 7% for the schools on the outstanding Balance Sheet liability, debited to Interest Payable and Similar Charges in the Comprehensive Income and Expenditure Statement;
- Principal element – i.e. payment towards liability – applied to write down the Balance Sheet liability towards the PFI operator;
- Lifecycle replacement costs – recognised as non-current assets on the Balance Sheet.

Government grants received for PFI schemes, in excess of the current levels of expenditure (particularly in the early years of these contracts) are carried forward as earmarked reserves to fund future contract expenditure when payments will exceed available revenue support (see Notes 14 and 38 for the PFI Equalisation Reserves).

o) Provisions and Reserves

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 service line in the Comprehensive Income and Expenditure Statement in the year that the authority becomes aware of the obligation, 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.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant 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.

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 Council 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 Council 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 process for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the Authority – these reserves are explained in Note 21.

p) 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 Council 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.

q) Interest Charges

Interest chargeable on debt is accounted for in the year to which it relates, not in the year it is paid. The Authority borrows funds in line with its capital investment and cash flow requirements. Funds are borrowed from both the Public Works Loan Board and from money markets. Loans can be fixed or variable interest debt. Decisions on whether to take fixed or variable interest debt depend upon the current portfolio, market conditions, forecasts and limits set in the annual Treasury Management Strategy Report.

Borrowing decisions also have to be considered in terms of their overall prudence and affordability, in accordance with the requirements of CIPFA's "The Prudential Code for Capital Finance in Local Authorities", and be contained within limits approved by Council in setting the Authority's "Prudential Indicators", in accordance with the Code.

r) Debt Redemption

The Authority's Treasury Management Strategy permits the early repayment of borrowing. This may be undertaken if market conditions are favourable and there are no risks to cash flow. Such transactions may be carried out in order to reduce interest payable, to adjust the maturity profile or to restructure the ratio of fixed to variable interest-bearing debt.

s) Related Party Transactions

The Authority is required to disclose separately, the value of transactions and year-end balances with its related parties, unless they are already the subjects of other disclosure requirements (see note 19 to the Financial Statements). In respect of a local authority its related parties include central government, other local authorities, precepting and levying bodies, other public bodies, its subsidiary companies, Pension Fund and bodies where Members and Senior Officers hold positions of influence and with whom the Authority has transacted.

t) Recognition of Revenue from Non-Exchange Transactions

Assets and revenue arising from non-exchange transactions, for example Council Tax, National Non-Domestic rates etc. are recognised in accordance with the requirements of IAS 20 Accounting for Government Grants and Disclosure of Government Assistance, except where interpreted or adapted to fit the public sector as detailed in the Code and/or IPSAS 23, "Revenue from Non- Exchange Transactions (Taxes and Transfers)."

Taxation transactions

Assets and revenue arising from taxation transactions are recognised in the period in which the taxable event occurs, provided that the assets satisfy the definition of an asset and meet the criteria for recognition as an asset.

Non-taxation transactions

Notes to the Core Financial Statements (continued)

Assets and revenue arising from transfer transactions are recognised in the period in which the transfer arrangement becomes binding. Services in-kind are not recognised. Where a transfer is subject to conditions that, if unfulfilled, require the return of the transferred resources, the Authority recognises a liability until the condition is fulfilled.

Basis of Measurement of Major Classes of Revenue from Non-Exchange Transactions
Taxation revenue is measured at the nominal value of cash, and cash equivalents. Assets and revenue recognised as a consequence of a transfer are measured at the fair value of the assets recognised as at the date of recognition:

- Monetary assets are measured at their nominal value unless the time value of money is material, in which case present value is used, calculated using a discount rate that reflects the risk inherent in holding the asset; and
- Non-monetary assets are measured at their fair value, which is determined by reference to observable market values or by independent appraisal by a member of the valuation profession.
- Receivables are recognised when a binding transfer arrangement is in place, but cash or other assets have not been received.

u) Accounting for local authority schools

The Code of Practice on Local Authority Accounting in the United Kingdom confirms that the balance of control for local authority maintained schools (i.e. those categories of school identified in the School Standards and Framework Act 1998, as amended) lies with the local authority. The Code also stipulates that those schools' assets, liabilities, reserves and cash flows are recognised in the local authority financial statements (and not the Group Accounts). Therefore schools' transactions, cash flows and balances are recognised in each of the financial statements of the authority as if they were the transactions, cash flows and balances of the authority.

v) Value Added Tax

VAT payable has been excluded as an expense where it is recoverable from Her Majesty's Revenue and Customs. VAT receivable has been excluded from income.

w) Community Infrastructure Levy

The Authority has elected to charge a Community Infrastructure Levy (CIL). The levy will be charged on new builds (chargeable developments for the Authority) with appropriate planning consent. The Authority charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund a number of infrastructure projects to support the development of the area.

CIL is received without outstanding conditions; it is therefore recognised at the commencement date of the chargeable development in the Comprehensive Income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure; however, a small proportion of the charges may be used to fund revenue expenditure.

x) Fair Value Measurement

The Authority measures some of its non-financial assets such as surplus assets at fair value at each reporting date. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:
a) in the principal market for the asset or liability, or
b) in the absence of a principal market, in the most advantageous market for the asset or liability.

The Authority measures the fair value of an asset or liability using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

Notes to the Core Financial Statements (continued)

When measuring the fair value of a non-financial asset, the Authority takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Authority uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the authority's financial statements are categorised within the fair value hierarchy, as follows:

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

y) 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.

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 and 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 applied.

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

2. 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:

- There is a high degree of uncertainty about future levels of funding for local government. However, the Authority has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Authority might be impaired as a result of a need to close facilities and reduce levels of service provision.
- The Authority is deemed to control the services provided under the outsourcing agreement for two Schools and a Road and also to control the residual value of the assets at the end of the agreement. The accounting policies for PFI schemes and similar contracts have been applied to the arrangements and the Schools (valued at £31.604m) and Road (valued at £23.898m) are recognised as Property, Plant and Equipment on the Authority's Balance Sheet.
- School Assets - the Authority has established with the relevant bodies that its voluntary aided school is not controlled by the school, as ownership resides with the religious body and is occupied under informal arrangements only. As neither the Authority nor the school control the assets they are not included within the accounts of the Authority.
- A Joint Working Agreement formally established the Cardiff City Region Joint Committee as a Joint Committee, with delegated functions in March 2017. It is a partnership between the 10 Councils in South East Wales, including Caerphilly County Borough Council. The arrangement has not been consolidated on grounds of materiality, but the position will be kept under review. Note **44** on Joint Operations provides further information.

Notes to the Core Financial Statements (continued)

3. Assumptions about the future/other sources of estimation or 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 at 31 March 2021 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	**Uncertainties**	**Effect if actual results differ from assumptions**
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependent upon assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Authority will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. Should the useful economic life of an asset reduce by one year, the estimated effect on the annual depreciation charge would be an increase of £2.6m.
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Authority with expert advice about the assumptions to be applied.	The effects on the net pensions liability of changes in individual assumptions can be measured. For instance for the Greater Gwent Scheme, a 0.5% decrease in the discount rate assumption would result in an increase in the pension liability of £174,305m, whereas a 0.5% increase in salaries rate assumption would result in an increase in the pension liability of £20,415m. However, the assumptions interact in complex ways. During 2020/2021, the Authority's Actuaries advised that the net pensions liability for all schemes had increased by £190,054m.
Fair value measurements	When the fair values of financial assets and liabilities cannot be measured based on quoted prices in active markets (i.e. Level 1 inputs), their fair value is measured using valuation techniques (e.g. quoted prices for similar assets or liabilities in active markets or the discounted cash flow (DCF) model). Where possible, inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. Judgements may include considerations such as uncertainty and risk. However,	The authority uses the discounted cash flow (DCF) model to value financial assets and liabilities The significant unobservable inputs used in the fair value measurement include management assumptions regarding discount rates. Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for the financial assets/liabilities. Please refer to note 12.

Notes to the Core Financial Statements (continued)

	changes in the assumptions used could affect the fair value of the authority's assets and liabilities. Where Level 1 inputs are not available, the authority employs relevant experts to identify the most appropriate valuation techniques to determine fair value. Information about the valuation techniques and inputs used in determining the fair value of the authority's assets and liabilities is disclosed in note 12.	
Provisions	The Authority has included provisions for known insurance claims as at 31 March 2021. The value of these claims is based on information provided by our insurance brokers on the number of claims outstanding at the end of the financial year, the average settlement amount for each type of claim and the likelihood of each type of claim being settled. However, the outcome of these cases is still uncertain as outstanding legal cases and negotiations remain ongoing. The Authority is currently carrying a provision of £4.3m in relation to these claims.	The Authority maintains the insurance and risk management reserve to assist in control of the Authority's insurance risks. The provisions in place and the balance on the insurance and risk management reserve at 31 March 2021 are deemed to provide sufficient cover for the Authority's claims exposure. Details of our Insurance Reserves are set out in note 34.
Arrears/Provision for Bad Debt	At 31 March 2021, the Authority had an outstanding balance of short term debtors totalling £91.3m. Against this debtors balance, there is an impairment allowance of £10.7m. It is not certain that this impairment allowance would be sufficient as the Authority cannot assess with certainty which debts will be collected or not.	If collection rates were to deteriorate, there would be a consequential increase in the impairment of doubtful debts.

Covid-19

The outbreak of COVID-19, declared by the World Health Organisation as a "Global Pandemic" on the 11th March 2020, has and continues to impact many aspects of daily life and the global economy – with some real estate markets having experienced lower levels of transactional activity and liquidity. Travel, movement, and operational restrictions have been implemented by many countries. In some cases, "lockdowns" have been applied to varying degrees and to reflect further "waves" of COVID-19; although these may imply a new stage of the crisis, they are not unprecedented in the same way as the initial impact.

The pandemic and the measures taken to tackle COVID-19 continue to affect economies and real estate markets globally. Nevertheless, as at the valuation date some property markets have started to function again, with transaction volumes and other relevant evidence returning to levels where an adequate quantum of market evidence exists upon which to base opinions of value. Accordingly, and for the avoidance of doubt, our valuation is not reported as being subject to 'material valuation uncertainty' as defined by VPS 3 and VPGA 10 of the RICS Valuation – Global Standards.

Notes to the Core Financial Statements (continued)

For the avoidance of doubt, this explanatory note has been included to ensure transparency and to provide further insight as to the market context under which the valuation opinion was prepared. In recognition of the potential for market conditions to move rapidly in response to changes in the control or future spread of COVID-19 we highlight the importance of the valuation date

4. Accounting Standards issued but not yet adopted

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard which has been issued but not yet adopted by the 2020/2021 Code.

- **Definition of a Business: Amendments to IFRS Business Combinations**
- **Interest Rate Benchmark Reform: Amendments to IFRS 9, IAS 39 and IFRS 7**
- **Interest Rate Benchmark Reform – Phase 2 : Amendments to IFRS 9, IAS 39, IFRS 7, IFRS 4 and IFRS 16**

These changes are not expected to have a material impact upon the Authority’s financial statements

- **IFRS 16 - Leases**

This Standard removes the previous lease classifications of operating and finance leases and will require local authorities that are lessees to recognise all leases on their balance sheets as right-of-use assets (there are exemptions for short-term and low value leases) with a corresponding lease liability representing the lessee's obligation to make lease payments for the asset. However, it should be noted that CIPFA/LASAAC have deferred implementation of IFRS 16 for local government to 1 April 2022. The expected impact on the 1 April 2022 balance sheet is to increase property, plant and equipment, with an opposing entry to increase other long-term liabilities. In overall revenue budget terms the change is expected to be broadly neutral.

Notes to the Core Financial Statements (continued)

5. Expenditure and Funding Analysis

2019-2020				2020-2021		
Net Expenditure Chargeable to Council Fund and HRA Balances	Adjustments between the Funding and Accounting Basis (note 5)	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to Council Fund and HRA Balances	Adjustments between the Funding and Accounting Basis (note 5)	Net Expenditure in the Comprehensive Income and Expenditure Statement
£000	**£000**	**£000**		**£000**	**£000**	**£000**
129,574	19,430	149,004	Education and Lifelong Learning	126,221	16,277	142,498
88,319	10,094	98,413	Social Services and Housing	90,676	4,996	95,672
49,265	20,607	69,872	Communities	50,900	17,351	68,251
61,192	(23,601)	37,591	Corporate Services	52,302	(16,313)	35,989
(6,800)	(6,677)	(13,477)	Housing Revenue Account	(2,036)	(10,435)	(12,471)
321,550	**19,853**	**341,403**	**Net Cost of Services**	**318,063**	**11,876**	**329,939**
(338,000)	78,595	(259,405)	Other Income and Expenditure	(356,823)	19,300	(337,523)
(16,450)	**98,448**	**81,998**	**Surplus/Deficit**	**(38,760)**	**31,176**	**(7,584)**
(96,937)			**Opening Council Fund and HRA Balance at 1 April**	(113,387)		
(16,450)			**Surplus or (Deficit) on Council Fund and HRA Balance in Year**	(38,760)		
(113,387)			**Closing Council Fund and HRA Balance at 31 March***	**(152,147)**		

** For a split of this balance between the Council Fund and the HRA, see the Movement in Reserves Statement*

Notes to the Core Financial Statements (continued)

	Adjustments between Funding and Accounting Basis 2020-21			
Adjustments from Council Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	**Adjustments for capital Purposes £000**	**Net Change for the Pensions Adjustments £000**	**Other Adjustments £000**	**Total Adjustments £000**
Education and Lifelong Learning	12,909	2,835	533	16,277
Social Services and Housing	(77)	4,863	210	4,996
Communities	12,855	4,286	210	17,351
Corporate Services	(4,936)	139	(11,516)	(16,313)
Housing Revenue Account	(7,000)	1,662	(5,097)	(10,435)
Net Cost of Services	13,751	13,785	(15,660)	11,876
Other income and expenditure from the Expenditure and Funding Analysis	(10,108)	11,954	17,454	19,300
Difference between Council Fund surplus/deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	3,643	25,739	1,794	**31,176**

	Adjustments between Funding and Accounting Basis 2019-2020			
Adjustments from Council Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	**Adjustments for capital Purposes £000**	**Net Change for the Pensions Adjustments £000**	**Other Adjustments £000**	**Total Adjustments £000**
Education and Lifelong Learning	13,125	6,169	136	19,430
Social Services and Housing	1,599	8,400	95	10,094
Communities	13,002	7,527	78	20,607
Corporate Services	(5,895)	1,556	(19,262)	(23,601)
Housing Revenue Account	(4,810)	3,059	(4,926)	(6,677)
Net Cost of Services	17,021	26,711	(23,879)	19,853
Other income and expenditure from the Expenditure and Funding Analysis	38,910	15,440	24,245	78,595
Difference between Council Fund surplus/deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services	55,931	42,151	366	**98,448**

Adjustments for Capital Purposes

This column adds in depreciation and impairment and revaluation gains and losses in the services line and for:

Notes to the Core Financial Statements (continued)

- Other operating expenditure – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
- Financing and investment income and expenditure – the statutory charges for capital financing i.e. Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
- Taxation and non-specific grant income and expenditure – capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year.

Net Change for the Pensions Adjustments
This is the net change for the removal of pension contributions and the addition of IAS 19 Employee Benefits pension related expenditure and income:

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

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

- For **Financing and Investment Income and Expenditure** the other adjustments column recognises adjustments to the Council Fund for the timing differences for premiums and discounts.
- The charge under **Taxation and non-specific grant income and expenditure** represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code.

Notes to the Core Financial Statements (continued)

6. Expenditure and Income Analysed by Nature

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

	2019-2020	2020-2021
	£000	£000
Expenditure:		
Employee benefits expenses	239,794	246,604
Other service expenses	321,859	311,610
Depreciation, amortisation, impairment and other movements in revaluations	35,597	44,613
Interest payments	17,547	18,054
Precepts and Levies	25,145	26,742
Loss on disposal of assets	74,556	28,222
Total expenditure	**714,498**	**675,845**
Income:		
Fees, charges and other service income	(131,572)	(116,603)
Gain on disposal of assets	(5,251)	(1,795)
interest and investment income	(1,062)	(758)
Income from council tax, non-domestic rates	(143,051)	(151,183)
Government grants and contributions	(351,564)	(413,090)
Total income	**(632,500)**	**(683,429)**
(Surplus)/Deficit on the Provision of Services	**81,998**	**(7,584)**

7. 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 Usable Reserves that the adjustments are made against:

Council Fund Balance

The Council Fund is the statutory fund into which all the receipts of the 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 Council Fund Balance, which is not necessarily in accordance with proper accounting practice. The Council Fund Balance therefore summarises the resources that the Authority is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Authority is required to recover) at the end of the financial year.

Notes to the Core Financial Statements (continued)

Housing Revenue Account

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 Authority's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

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 Authority 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.

For details and explanations of Unusable Reserves for which adjustments are made against, see note 21.

Notes to the Core Financial Statements (continued)

2020/2021	Usable Reserves				
	Council Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Capital Grants Unapplied	**Movement in Unusable Reserves**
Adjustments primarily involving the Capital Adjustment Account:	**£000**	**£000**	**£000**	**£000**	**£000**
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement					
Charges for depreciation and impairment of non-current assets	(29,918)	(14,695)	0	0	44,613
Amortisation of intangible assets	0	0	0	0	0
Capital grants and contributions applied	25,065	7,912	0	0	(32,977)
Revenue expenditure funded from capital under statute	(521)	0	0	0	521
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	(8,104)	(18,323)	(1,795)	0	28,222
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:					
Statutory provision for the financing of capital investment	4,811	2,439	0	0	(7,250)
Capital expenditure charged against the Council Fund and Housing Revenue Account balances	3,811	19,218	0	0	(23,029)
Adjustments primarily involving the Capital Grants Unapplied Account:					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	4,665	0	0	(4,665)	0
Adjustment primarily involving the Financial Instruments Adjustment Account:					
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	(680)	0	0	0	680
Adjustments primarily involving the Pensions Reserve:					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(49,561)	(3,950)	0	0	53,511
Employer's pensions contributions and direct payments to pensioners payable in the year	25,484	2,288	0	0	(27,772)
Adjustments primarily involving the Accumulated Absences Account:					
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	(1,049)	(66)	0	0	1,115
Total Adjustments	**(25,997)**	**(5,177)**	**(1,795)**	**(4,665)**	**37,634**

Notes to the Core Financial Statements (continued)

2019/2020	Usable Reserves: Council Fund Balance	Usable Reserves: Housing Revenue Account	Usable Reserves: Capital Receipts Reserve	Usable Reserves: Capital Grants Unapplied	Movement in Unusable Reserves
Adjustments primarily involving the Capital Adjustment Account:	**£000**	**£000**	**£000**	**£000**	**£000**
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement					
Charges for depreciation and impairment of non-current assets	(21,981)	(13,553)	0	0	35,534
Amortisation of intangible assets	(64)	0	0	0	64
Capital grants and contributions applied	14,459	7,414	0	0	(21,873)
Revenue expenditure funded from capital under statute	(719)	0	0	0	719
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	(22,332)	(46,973)	(5,251)	0	74,556
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:					
Statutory provision for the financing of capital investment	4,540	2,093	0	0	(6,633)
Capital expenditure charged against the Council Fund and Housing Revenue Account balances	1,085	16,271	0	0	(17,356)
Adjustments primarily involving the Capital Grants Unapplied Account:					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	3,828	0	0	(3,828)	0
Adjustment primarily involving the Financial Instruments Adjustment Account:					
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	10	0	0	0	(10)
Adjustments primarily involving the Pensions Reserve:					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(64,109)	(5,412)	0	0	69,521
Employer's pensions contributions and direct payments to pensioners payable in the year	25,017	2,353	0	0	(27,370)
Adjustments primarily involving the Accumulated Absences Account:					
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	(343)	(33)	0	0	376
Total Adjustments	**(60,609)**	**(37,840)**	**(5,251)**	**(3,828)**	**107,528**

Notes to the Core Financial Statements (continued)

8. Transfers to/from Earmarked Reserves

This note sets out the amounts set aside from the Council Fund and HRA balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet Council Fund and HRA expenditure in 2020/2021.

	Note	Balance at 1 April 2019 £000	Transfers from £000	Transfers to £000	Balance at 31 March 2020 £000	Transfers from £000	Transfers to £000	Balance at 31 March 2021 £000
Council Fund:								
Balances held by schools under a scheme of delegation		(2,521)	2,183	(932)	**(1,270)**	65	(10,135)	**(11,340)**
Capital Earmarked Reserves	***36***	(24,109)	23,782	(36,407)	**(36,734)**	6,130	(9,183)	**(39,787)**
Direct Services Earmarked Reserves		(38)	0	0	**(38)**	0	(48)	**(86)**
Service over/underspend Reserves	***37***	(5,243)	7,869	(7,954)	**(5,328)**	11,696	(13,654)	**(7,286)**
Insurance Earmarked Reserves	***34***	(7,108)	634	0	**(6,474)**	453	0	**(6,021)**
Other Earmarked Reserves	***38***	(36,788)	12,906	(11,798)	**(35,680)**	6,050	(21,769)	**(51,399)**
Total		**(75,807)**	**47,374**	**(57,091)**	**(85,524)**	**24,394**	**(54,789)**	**(115,919)**
Housing Revenue Account:								
HRA Fund Balance		**(6,041)**	**0**	**(6,800)**	**(12,841)**	**0**	**(2,074)**	**(14,915)**

9. Other Operating Expenditure

Other operating expenditure is made up as follows:

	2019/2020 £000	2020/2021 £000
Town and Community Council Precepts	777	846
Gwent Police Authority Precept	15,379	16,527
Levies	8,988	9,368
(Gains)/losses on the disposal of non-current assets	5,687	257
Derecognition of capital expenditure	57,697	26,171
Total	**88,528**	**53,169**

Levies	2019/2020 £000	2020/2021 £000
South Wales Fire Authority	8,538	8,871
Gwent Coroners' Service	241	288
Glamorgan Archives' Service	72	72
Gwent Archives' Service	137	137
Total Levies	**8,988**	**9,368**

Notes to the Core Financial Statements (continued)

Precepts **Town and Community Councils:**	**2019/2020** **£000**	**2020/2021** **£000**
Aber Valley Community Council	38	40
Argoed Community Council	13	13
Bargoed Town Council	73	91
Bedwas, Trethomas and Machen Community Council	91	92
Blackwood Community Council	59	59
Caerphilly Town Council	97	97
Darren Valley Community Council	12	13
Draethen, Waterloo and Rudry Community Council	15	15
Gelligaer Community Council	97	129
Llanbradach Community Council	32	34
Maesycwmmer Community Council	18	18
Nelson Community Council	28	29
New Tredegar Community Council	17	17
Penyrheol, Trecenydd and Energlyn Community Council	61	63
Rhymney Community Council	35	35
Risca East Community Council	25	25
Risca West Community Council	41	48
Van Community Council	25	28
	777	**846**
Gwent Police Authority	**15,379**	**16,527**
Total Precepts upon the Authority	**16,156**	**17,373**

10. Financing and Investment Income and Expenditure

Financing and investment income and expenditure is made up as follows:

	2019/2020 **£000**	**2020/2021** **£000**
Interest payable and similar charges	17,547	18,054
Pensions interest costs and expected return on pensions assets	15,440	11,954
Interest receivable and similar income	(1,062)	(758)
Total	**31,925**	**29,250**

11. Taxation and Grant Income

	2019/2020 **£000**	**2020/2021** **£000**
Council tax income	(85,542)	(89,707)
Non domestic rates	(57,509)	(61,476)
Non-ringfenced government grants	(211,105)	(223,014)
Capital grants and contributions	(25,701)	(45,745)
Total	**(379,857)**	**(419,942)**

Notes to the Core Financial Statements (continued)

Council Tax Income

Council tax derives from charges raised according to the value of residential properties, which from 1st April 2005, have been classified into nine valuation bands, using 1 April 2003 values for this specific purpose. Charges are calculated by taking the amount of income required by the Authority, the Police and Crime Commissioner for Gwent and Community Councils for the forthcoming year and dividing this amount by the council tax base. The council tax base is the total number of properties in each band adjusted by a proportion to convert the number to a band D equivalent. The basic amount for a band D property, £1,184.38 in 2020/2021 (£1,131.21 in 2019/2020) is multiplied by the proportion specified for the particular band, adjusted for discount, to give the individual amount due. The total amount due for 2020/2021 was £90.5m (£85.8m in 2019/2020).

Council tax bills were based on the following multipliers for bands A to I:

BAND	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**
Multiplier	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9	21/9
Chargeable Dwellings	8,575	18,267	14,655	8,564	7,406	3,092	1,242	180	121

Analysis of the net proceeds from council tax:	**2019/2020 £000**	**2020/2021 £000**
Council tax collectable		
Caerphilly County Borough Council	(69,655)	(73,156)
Gwent Police Authority - see note 9	(15,379)	(16,527)
Community Councils - see note 9	(777)	(846)
Total amount due	(85,811)	(90,529)
Less: Bad Debt Provision	269	822
Net proceeds from council tax	**(85,542)**	**(89,707)**

National Non-Domestic Rates (NNDR) Income

NNDR is organised on a national basis. The Welsh Government specifies an amount for the rate (53.5p in 2020/2021, 52.6p in 2019/2020) and subject to the effects of transitory arrangements, local businesses pay rates calculated by multiplying their rateable value by that amount. The Authority 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 to local authorities based on a fixed amount per head of population. The Authority's redistribution for 2020/2021 was £61.476m in total (£57.509m in 2019/2020).

The anticipated NNDR proceeds of £37.9m for 2020/2021 (£37.4m in 2019/2020) was based on a total rateable value at the year-end of £87.59m (£87.55m for 2019/2020).

Analysis of the net proceeds from Non-Domestic Rates:	**2019/2020 £000**	**2020/2021 £000**
Actual proceeds	**(37,188)**	**(36,121)**
Less: Discretionary relief	322	323
Cost of collection	273	277
Bad and doubtful debts	309	610
Contribution to NNDR Pool	**(36,284)**	**(34,911)**
Redistributed amount due from NNDR Pool	(57,509)	(61,476)
Amount received from NNDR Pool	**(57,509)**	**(61,476)**

Notes to the Core Financial Statements (continued)

Non ring-fenced government grants

The Authority credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2020/2021:

	2019/2020 £000	2020/2021 £000
Credited to Taxation and Non Specific Grant Income		
Revenue Support Grant	(211,105)	(221,892)
Hardship Fund - Council Tax Collection Grant	0	(1,122)
Total	**(211,105)**	**(223,014)**

Notes to the Core Financial Statements (continued)

12. Financial Instruments

Categories of Financial Instruments - The following categories of financial instruments are carried in the Balance Sheet:

	Non-current				Current				Total	
	31 March 2020 £000	31 March 2021 £000	31 March 2020 £000	31 March 2021 £000	31 March 2020 £000	31 March 2021 £000	31 March 2020 £000	31 March 2021 £000	31 March 2020 £000	31 March 2021 £000
Financial Assets	**Investments**		**Debtors**		**Investments**		**Debtors**		**Total**	
Fair value through profit or loss	0	0	0	0	26,259	40,001	0	0	26,259	40,001
Amortised cost	31,004	22,083	765	633	53,660	41,645	23,944	28,446	109,373	92,807
Fair value through OCI	0	9,310	0	0	0	0	0	0	0	9,310
Bank Current Account	0	0	0	0	701	24,679	0	0	701	24,679
Total financial assets	31,004	31,393	765	633	80,620	106,325	23,944	28,446	136,333	166,797
Non-financial assets	0	0	11	5	0	0	29,002	52,152	29,013	52,157
Total	31,004	31,393	776	638	80,620	106,325	52,946	80,598	165,346	218,954
Financial Liabilities	**Borrowings**		**Creditors**		**Borrowings**		**Creditors**		**Total**	
Amortised cost	(298,468)	(308,749)	(29,760)	(26,552)	(5,880)	(4,924)	(57,688)	(45,817)	(391,796)	(386,042)
Total financial liabilities	(298,468)	(308,749)	(29,760)	(26,552)	(5,880)	(4,924)	(57,688)	(45,817)	(391,796)	(386,042)
Non-financial liabilities	0	0	(516,210)	(706,246)	0	0	(22,769)	(25,631)	(538,979)	(731,877)
Total	(298,468)	(308,749)	(545,970)	(732,798)	(5,880)	(4,924)	(80,457)	(71,448)	(930,775)	(1,117,919)

Notes to the Core Financial Statements (continued)

Income, Expenses, Gains and Losses	2019/2020		2020/2021	
	Surplus or Deficit on the Provision of Services £000	**Other Comprehensive Income and Expenditure £000**	**Surplus or Deficit on the Provision of Services £000**	**Other Comprehensive Income and Expenditure £000**
Interest revenue:				
· financial assets measured at amortised cost	(908)	0	(705)	0
· equity instruments measured at fair value through profit and loss	(154)	0	(52)	0
Total interest revenue	**(1,062)**	**0**	**(757)**	**0**
Interest expense and similar charges	**17,547**	**0**	**18,054**	**690**

Notes to the Core Financial Statements (continued)

Financial Assets - Amortised Cost

The Authority has reviewed its investments under the IFRS 9 standard. . Investments held at amortised cost meet the test of “Solely Payments of Principal and Interest (SPPI)”. All other treasury management investments held meet the test of “Solely Payments of Principal and Interest (SPPI)”. Such financial assets provide contractual cash flows to the Authority that are solely payments principal and interest on the outstanding principal in a manner consistent with a basic lending arrangement. Principal is defined as the fair value on initial recognition, less any repayments. Interest is defined as consideration for the time value of money and the credit risk and other basic lending risks inherent in the contract, plus reasonable administrative costs and profit margin.

Where the financial assets meet the SPPI test, the Authority’s business model is to collect cash flows over the whole of the instrument’s life, rather than managing the total return on the portfolio by both holding and selling the instrument. Sales before maturity are permitted within this business model but selling an instrument must be for reasons other than yield management. Consequently, all financial assets that are held for the purpose of collecting cash flows will be held at Amortised Cost.

Total financial assets that were measured at amortised cost as at 31 March 2021 are £88.410m.

	31 March 2020 £000	31 March 2021 £000
Cash in Hand	92	99
Bank Accounts	609	24,580
Fixed Term Deposits - Banks and Building Societies	7,003	20,000
Local Authority Deposits	34,114	16,050
Local Government Bonds	4	0
Certificate of Deposits	5,014	0
Corporate Bonds and Sovereign Bonds	23,012	0
Covered Bonds	15,516	15,305
Government Securities (T Bills/Gilts)	0	12,373
Trade Receivables for goods and services provided	24,709	29,079
Total Financial Assets held at Amortised Cost	**110,073**	**117,486**

Under IFRS 9 financial assets held at amortised cost are required to undergo a potential impairment loss calculation and the calculation of a loss allowance. For loans and investments, the loss allowance is equal to 12-month expected credit losses (ECLs) unless credit risk has increased significantly in which case it is equal to lifetime ECLs. As at 31 March 2021 the impairment loss allowance on an £88.410m of investments held at amortised cost was £9k.

Notes to the Core Financial Statements (continued)

	31 March 2020		31 March 2021	
	Amortised Cost £000	Impairment Loss Provision £000	Amortised Cost £000	Impairment Loss Provision £000
Cash in Hand	92	0	99	0
Bank Accounts	609	0	24,580	0
Fixed Term Deposits - Banks & Building	7,003	5	20,000	9
Certificate of Deposits	5,014	4	0	0
Covered Bonds and Sovereign Bonds	23,012	11	0	0
Covered Bonds	15,516	11	15,305	0
Trade Receivables for goods and services provided	24,709	325	29,079	325
Total Financial Assets held at Amortised Cost (excluding Central and Local Government)	**75,955**	**356**	**89,063**	**334**

The impairment loss provision excludes financial assets held with Central Government and Local Government. It also excludes equity investments that are measured at fair value through profit and loss.

Financial Assets Fair Value

As at 31 March 2021, the Authority had two money market Sterling investment funds with a fair value of £40.001m. The funds have been valued at "Fair Value through Profit & Loss" (FVP&L) in accordance with IFRS 9. The investment funds do not provide contractual cash flows to the Authority that are solely payments principal and interest. There is no possibility of default on contractual payment and consequently there is no impairment loss allowance set aside. As at the 31st March 2021, the Authority held an investment in the CCLA Property Fund, the Authority has elected to value these funds at Fair Value through Other Comprehensive Income (FVOCI).

	31 March 2020		31 March 2021	
	Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Money Market Funds held at Fair Value Through Profit and Loss				
Long term	0	0	0	0
Short term	26,259	26,259	40,001	40,001
	26,259	**26,259**	**40,001**	**40,001**

The investment funds are held for treasury management purposes and support the Authority's daily liquidity requirements. Money market funds are a useful investment instruments that are low risk and simultaneously enhance returns. Both money market funds are AAA rated by the main credit rating agencies and domiciled in the UK.

In accordance with European money markets reform both funds are categorised as Low Volatility Nat Asset Valuation Funds (LVNAV). As a result of the LVNAV categorisation the fair value of both money market funds is equivalent to the carrying amount.

Fair Value of Financial Assets

Some of the Authority's financial assets are measured at fair value on a recurring basis and are described in the following table, including valuation techniques used to measure them:

Notes to the Core Financial Statements (continued)

	31 March 2020		31 March 2021	
	Carrying amount £000	Fair value £000	Carrying amount £000	Fair value £000
Financial Assets held at Amortised Cost	109,309	109,863	63,728	63,469
Equity Instruments held at Fair Value through Profit or Loss	26,259	26,259	40,001	40,001
Financial Assets held at Fair Value	0	0	9,310	9,310
Long term debtors	765	765	633	633
	136,333	**136,887**	**113,672**	**113,413**

Financial assets measured at fair value				
Recurring fair value measurements	**Input level in fair value heirarchy**	**Valuation technique used to measure fair value**	**As at 31 March 2020 £000**	**As at 31 March 2021 £000**
Fair Value Through Profit or Loss:				
Equity shareholders in quoted UK companies	Level 2	Quoted prices other than quoted prices in Level 1	26,259	40,001
Fair ValueThrough OCI:				
Equity shareholders in quoted UK companies	Level 1	Market Price	0	9,310
Total			**26,259**	**49,311**

Transfers between Levels of the Fair Value Hierarchy - There were no transfers between input levels 1 and 2 during the year.

Changes in the Valuation Technique - There was no change in the valuation technique used during the year for the financial instruments.

Material Soft Loans

Soft loans are those received at below market rate in support of the authority’s service priorities. During the year, the authority received a £20m loan which met this criteria. The funding will be used to develop brown field sites. The movements on material soft loan balances are:

	31 March 2020 £000	31 March 2021 £000
	Soft Loans	
Opening carrying amount as at 1 April	0	0
Cash value of new loans made in year	0	20,000
Fair value adjustment on initial recognition	0	(8,104)
Increase in discounted amount due to passage of time	0	249
Closing carrying amount as at 31 March	0	12,145

Notes to the Core Financial Statements (continued)

Fair Values of Assets and Liabilities that are not measured at Fair Value

Except for the financial assets carried at fair value described in the preceding paragraphs all other financial liabilities, financial assets categorised as “held at amortised cost” and long-term debtors and creditors are carried in the Balance Sheet at amortised cost.

Our approach to providing the fair value of financial instruments is to use a market value for these instruments where possible or otherwise to use estimation techniques which involve data available in the market.

For financial assets with an available market these have been assessed by reference to the clean bid price at 31st March 2021 quoted via Bloomberg or directly from the Custodian as these are accurate sources of information on price.

For loans borrowed at 31st March 2021 we have estimated the fair values by discounting the instruments’ contractual cash flows at an estimated market rate for local authority borrowing on the same remaining term to maturity. We use a market rate calculated from the prevailing swap rate plus a risk margin which has been estimated from inter local authority interest rates in the short term and the Transport for London bond yield in the long term. We have used these sources of data as we believe they offer the most accurate view of the market rate for a local authority. For periods in excess of 3 years, this market rate is between 0.1% and 0.4% lower than the PWLB (Public Works Loans Board) rate.

For LOBOs (Lenders Option Borrowers Option) loans with an amortised cost of £40.344m we have followed the above approach and added the value of the embedded options. The lender’s options to propose an increase to the interest rate on the loan have been valued according to Bloomberg’s proprietary model for Bermudan cancellable swaps. The borrower’s contingent options to accept the increased rate or repay the loan have been valued at zero, on the assumption that lenders will only exercise their options when market rates have risen above the contractual loan rate.

The fair values of finance lease assets and liabilities and of PFI (Public Finance Initiative) scheme liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the appropriate AA corporate bond yield

It is our general view that in the case of short-term investments, the carrying value at the balance sheet date is a reasonable approximation of the fair value. With regard to long term loans and deposits, we used similar calculations as for loans borrowed, using interest rates appropriate to the credit risk of the counterparty and the remaining term of the investment as a discount rate.

Financial Liabilities

A financial liability is an obligation to transfer economic benefits controlled by the Authority and can be represented by a contractual obligation to deliver cash or financial assets or an obligation to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Authority.

The majority of the Authority’s financial liabilities held during the year are measured at amortised cost and comprised:

Notes to the Core Financial Statements (continued)

	31 March 2020		31 March 2021	
	Short term £000	Long term £000	Short term £000	Long term £000
Public Works Loan Board	(4,494)	(254,660)	(4,114)	(252,227)
Bank Loans	(566)	(40,407)	(563)	(40,344)
Other Loans	(820)	(3,401)	(247)	(15,060)
Private Finance Initiative Contracts	(2,167)	(28,361)	(2,080)	(26,284)
Lease Payables	(25)	(281)	(76)	(392)
Creditors - financial liabilities carried at contract amount	(55,496)	(1,118)	(43,537)	(1,118)
Total Financial Liabilities measured at Amortised Cost	**(63,568)**	**(328,228)**	**(50,617)**	**(335,425)**

The fair values are as follows:

	31 March 2020		31 March 2021	
	Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Financial liabilities	(305,466)	(429,373)	(313,675)	(434,803)
PFI and Finance Lease liabilities	(30,834)	(26,115)	(28,832)	(24,929)
Short-term creditors	(55,496)	(55,496)	(43,537)	(43,537)
	(391,796)	**(510,984)**	**(386,044)**	**(503,269)**

Analysis of Liabilities by maturity	**31 March 2020 £000**	**31 March 2021 £000**
Maturing within 1 year	(63,568)	(50,617)
Maturing in 1 - 2 years	(7,134)	(3,959)
Maturing in 2 - 5 years	(10,182)	(12,349)
Maturing in 5 - 10 years	(57,123)	(35,849)
Maturing in 10 - 15 years	(13,099)	(10,467)
Maturing in 15 - 20 years	(122,135)	(142,428)
Maturing in 20 - 25 years	(19,984)	(35,858)
Maturing in 25 - 30 years	(13,968)	(9,977)
Maturing in 30 - 35 years	(41,864)	(50,196)
Maturing in 35 - 40 years	(22,332)	(14,000)
Maturing in 40 - 45 years	0	0
Maturing in 45 - 50 years	(20,000)	(20,344)
Maturing in over 50 years	(407)	0
	(391,796)	**(386,044)**

Notes to the Core Financial Statements (continued)

	31 March 2021			
Recurring fair value measurements using:	**Quoted prices in active markets for identical assets (level 1) £000**	**Other significant observable inputs (level 2) £000**	**Significant unobservable inputs (level 3) £000**	**Total £000**
Financial liabilities				
Financial liabilities held at amortised cost:				
Loans/borrowings	0	(434,803)	0	(434,803)
Short-term creditors	0	(43,537)	0	(43,537)
PFI and finance lease liabilities	0	(24,929)	0	(24,929)
Total	**0**	**(503,269)**	**0**	**(503,269)**
Financial assets				
Financial Assets held at Amortised Cost	0	63,469	0	63,469
Financial Assets held at Fair Value	0	9,310	0	9,310
Equity Instruments	0	40,001	0	40,001
Total	**0**	**112,780**	**0**	**112,780**

	31 March 2020			
Recurring fair value measurements using:	**Quoted prices in active markets for identical assets (level 1) £000**	**Other significant observable inputs (level 2) £000**	**Significant unobservable inputs (level 3) £000**	**Total £000**
Financial liabilities				
Financial liabilities held at amortised cost:				
Loans/borrowings	0	(429,373)	0	(429,373)
Short-term creditors	0	(55,496)	0	(55,496)
PFI and finance lease liabilities	0	(26,115)	0	(26,115)
Total	**0**	**(510,984)**	**0**	**(510,984)**
Financial assets				
Financial Assets held at Amortised Cost	39,088	71,539	0	110,627
Equity Instruments	0	26,259	0	26,259
Total	**39,088**	**97,798**	**0**	**136,886**

Short term debtors and creditors are carried at cost as this is a fair approximation of their value. The fair value of the financial liabilities is higher than the carrying amount because the Authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the prevailing rates at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2021) arising from a commitment to pay interest to lenders above current market rates.

Notes to the Core Financial Statements (continued)

As at 31 March 2021, short- and long-term financial assets included fixed term deposits valued at Amortised Cost.

The Authority also held negotiable instruments that included corporate bonds, CDs and Government securities. These are held at amortised cost in accordance with the Authority's business model for managing investments. Negotiable instruments are tradeable in the financial markets and the price of such investments are quoted in the secondary money markets. For disclosure purposes, the price for negotiable instruments has been obtained and a fair value has been calculated as at 31 March 2021. The Authority had two money market investments that are held with short-term investments and categorised as an Equity Instrument and subsequently measured at Fair Value through Profit and Loss. The Authority had no liabilities measured at Fair Value through Profit or Loss at 31 March 2021.

The fair value for financial liabilities and financial assets that are not measured at fair value included in level 2 in the table above have been arrived at using other significant observable inputs. With respect to LOBO loans the observable inputs were the effective interest rate calculation, whereas PWLB loans were measured at cost plus accrued interest. For both liabilities there is no active market where a quoted price could be obtained.

The following assumptions have been used:

Financial assets	Financial liabilities
▪ no early repayment or impairment is recognised ▪ for fixed term investments the carrying amount of assets is assumed to be the approximate to fair value, and the contractual interest rate is taken to be the discount rate. Accrued interest has been included to the nominal amount in order to determine the fair value. These have been categorised as Investments Held at Amortised Cost. ▪ the fair value of trade and other receivables is taken to be the invoiced or billed amount. ▪ the fair value of negotiable instruments held at amortised cost that comprise various types of investment bonds have been valued at the mid-market price as quoted on 31 March 2021 for disclosure purposes only. Accrued interest has also been taken into consideration using the amortisation method.	▪ no early repayment is recognised ▪ Estimated ranges of discount rates for liabilities at 31 March 2021 were of 0.048% to 2.113% for loans from the PWLB and the Market and applied with reference to the number of years outstanding to the maturity date. ▪ The fair values for financial liabilities (PWLB debt and market debt) have been determined in line with Fair Value calculation tables provided to our Treasury Advisors, Arlingclose.

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 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.
- Re-financing risk – the possibility that the Authority may be required to renew a financial instrument on maturity at disadvantageous interest rates or terms.
- Market risk – the possibility that financial loss may arise 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

Notes to the Core Financial Statements (continued)

management is carried out by a central treasury team, under policies approved by Council in the annual treasury management strategy, and compliance with the CIPFA Prudential Code of Practice, the CIPFA Treasury Management Code of Practice, and Investment Guidance issued under the Local Government Act 2003. The Authority provides written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash (short-term and long-term). These are required to be reported and approved at or before the Authority's annual Council Tax setting budget or before the start of the year to which they relate. These items are reported with the Treasury Management Annual Strategy ("the Annual Strategy") that outlines the detailed approach to managing risk in relation to the Authority's financial instrument exposure. Actual performance is also reported annually to Members.
The "2020/21 Treasury Management Annual Strategy (including Prudential Indicators)" was approved by Council on 20 February 2020 and is available on the Authority's website.

Credit risk

Credit risk arises from deposits with banks, building societies and corporates, as well as credit exposures to the Authority's customers. Deposits are not made with counterparties unless they meet the minimum credit ratings as prescribed in the Annual Investment Strategy. The strategy employed for 2020/2021 allowed officers to place surplus funds with banks, building societies, corporates, sovereign bonds, the Debt Management Office (DMO) (the UK Government) (T-Bills and the DMADF) and other local authorities using a credit criteria that coincided with the Authority's attitude to risk. Customers are assessed, taking into account their financial position, past experience and other factors, with individual credit limits being set in accordance with internal ratings in accordance with parameters set by the Authority.

Details of the Investment Strategy can be found on the Authority's website. The key areas of the Investment Strategy are that the minimum criteria for investment counterparties include:

- Credit ratings of Short Term of F2, Long Term BBB (Fitch or equivalent rating), and non-UK Sovereign rating of AAA
- Debt Management Office (Debt Management Account Deposit Facility) (DMADF)
- Debt Management Office – Treasury Bills
- Local Authorities
- AAA rated Money Market Funds
- Corporates

The Authority's maximum exposure to credit risk in relation to its investments in financial institutions will vary according to credit ratings assigned by the three main credit rating agencies and cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution.

The following analysis summarises the Authority's potential maximum exposure to credit risk on financial assets, based on experience of default and un-collectability over the last five financial years, adjusted to reflect current market conditions.

Notes to the Core Financial Statements (continued)

	31 March 2020	31 March 2021			
Counterparties rated:	**Estimated maximum exposure to default £000**	**Amount at 31 March 2021 £000**	**Historical experience of default %**	**Historic experience adjusted for market conditions at 31 March 2021 %**	**Estimated maximum exposure to default £000**
		A	**B**	**C**	**(A x C)**
Long-term:					
AAA	23	2,000	0.04%	0.15%	3
AA-	6	13,004	0.01%	0.04%	5
A-	0	5,000	0.05%	0.07%	3
Short-term					
AAA	43	53,305	0.00%	0.00%	0
AA	11	0	0.00%	0.00%	0
AA-	13	5,416	0.04%	0.05%	3
A+	0	10,000	0.06%	0.08%	8
A	15	10,000	0.04%	0.05%	5
A-	17	3,008	0.05%	0.07%	2
BBB+	4	0	0.10%	0.37%	0
Investments		**101,733**			29
Debtors - past due but not impaired	23	4,668	0.57%	0.57%	27
Total	**155**	**106,401**			**56**

The Authority's deposits are placed either directly with the counterparty or indirectly with the counterparty via London money market brokers. At 31 March 2021, the Authority's long-term and short-term investments, and cash and cash equivalents were deposited with UK and non-UK counterparties in accordance with the approved treasury management Annual Investment Strategy. No credit limits were exceeded during the year and the Authority does not expect any losses from non-performance by any of its counterparties in relation to deposits. The Authority does not generally allow credit for customers and the amount past due (but not impaired) as at the year-end can be analysed by age as follows:

	31 March 2020 £000	**31 March 2021 £000**
Three to six months	332	1,616
Six months to one year	530	741
More than one year	1,923	2,311
	2,785	**4,668**

Liquidity risk

As the Authority has ready access to borrowings from the Public Works Loans Board (PWLB), there is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk is that the Authority will be bound to replenish a significant proportion of its borrowings at a time of unfavourable interest rates. The strategy is to ensure the maturity profile is as smooth as possible through a combination of careful planning of new loans taken out and (where economically advantageous to do so) making early repayments.

Refinancing and Maturity Risk

Notes to the Core Financial Statements (continued)

The Authority maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer-term risk to the Authority relates to managing the exposure to replacing financial instruments as they mature. The risk relates to both the maturing of longer-term financial liabilities and longer-term financial assets.

The approved treasury indicator limits for the maturity structure of debt and the limits placed on investments placed for greater than one year in duration are the key parameters used to address this risk. The Council approved treasury and investment strategies address the main risks and the central treasury team address the operational risks within the approved parameters. This includes:

- Monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt; and
- Monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Authority's day to day cash flow needs and for monitoring the spread of longer-term investments, to ensure stability of maturities and returns for longer term cash flow needs.

The maturity analysis of debt outstanding with the PWLB and market loans is as follows, with the maximum and minimum limits for fixed interest rates maturing in each period (approved by Council in the Treasury Management Strategy 2020/2021):

Prudential Indicator Analysis						
Period	**Minimum**	**Maximum**	**31 March 2020**		**31 March 2021**	
			£000		**£000**	
<12 Months	0%	35%	5,090	1%	4,924	1.5%
1-2 Years	0%	40%	4,917	1%	1,678	0.5%
2-5 Years	0%	50%	13,639	2%	5,345	2%
5-10 Years	0%	75%	33,574	14%	21,523	13%
>10 Years	0%	95%	246,338	82%	280,205	83%
			303,558	100%	313,675	100%

Market risk

Interest rate risk

The Authority is exposed to significant 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.

For illustration, a rise in interest rates would have the following effects:

- For borrowings at variable rates the interest expense charged to the Comprehensive Income and Expenditure Account will rise;
- For borrowings at fixed rates the fair value of the borrowings will fall (no impact on revenue balances);
- For investments at variable rates the interest income credited to the Comprehensive Income and Expenditure Account will rise;
- For investments at fixed rates the fair value of the assets will fall (no impact on revenue balances).

Borrowings are not carried at fair value (but are carried on the Balance Sheet at amortised cost) so nominal gains and losses on fixed rate borrowings would not impact on the Surplus or Deficit on the Provision of Services. 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 Council Fund Balance pound for pound. Movements in fair value of Equity Instrument investments will be reflected in Other Comprehensive Income and Expenditure.

The Authority has a number of strategies for managing interest rate risk. Its policy is to aim to keep a maximum of 30% of its borrowings in variable rate loans when interest rate levels are favourable.

Notes to the Core Financial Statements (continued)

However, as at 31 March 2021, the Authority had £20m held in variable rate bank notice accounts. 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 mitigated by the fact that a proportion of government grant payable on financing costs will normally move with prevailing interest rates for 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 update the budget quarterly during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out should be fixed or variable.

The approved Treasury Management Strategy for 2020/2021 has enabled officers to place surplus cash flow funds with financial institutions and corporates and has resulted in enhanced investment returns in comparison to previous financial years. According to the investment strategy, if interest rates had been 1% higher at 31 March 2021, with all other variables held constant, the financial effect would be:

	£000
Increase in interest payable on variable rate borrowings	0
Increase in interest receivable on variable rate investments	180
Increase in government grant receivable for financing costs	0
Impact on Surplus or Deficit on the Provision of Services	180
Decrease in fair value of fixed rate investment assets	1,210
Impact on Surplus or Deficit on Provision of Services	**1,210**
Decrease in fair value of fixed rate borrowings liabilities (no impact on Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure)	**57,011**

The impact of a 1% fall in interest rates would result in a similar variance, but with the movements reversed. The calculation is based on the PWLB discount rate used in the original fair value calculation, plus or minus 1%.

Covered Bond Investments

As at 31 March 2021, the Authority's long-term investments included covered bonds. Covered bonds are debt securities issued by a bank or mortgage institution and collateralised against a pool of ring-fenced assets that, in case of failure of the issuer, the investor can recover the investment by making a claim against the pool of ring-fenced assets.

13. Retirement Benefits

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, the Greater Gwent (Torfaen) Pension Scheme**. The scheme is a funded defined benefit final salary scheme, administered by Torfaen County Borough Council. The Authority and employees pay contributions into a fund calculated at a level intended to balance the pensions' liabilities with investment assets. Contribution rates are set by the Superannuation Regulations to meet 100% of the overall liabilities of the fund over a period of time, with necessary contribution increases being phased in. The Authority is responsible for all pension payments relating to added years benefits it has awarded, together with the related increases.

Notes to the Core Financial Statements (continued)

	2019/2020		2020/2021	
	£m	% of pensionable pay	£m	% of pensionable pay
Employer's contribution paid	24.471	21.50	25.302	21.50
Added years paid	1.051	0.92	1.017	0.86

- **The Teachers' Pension Scheme**. This is a defined benefit scheme, administered by the Department for Education. The scheme is unfunded and as it is not possible for the Authority to identify its share of the underlying liabilities of the scheme attributable to its own employees, it is being accounted for as a defined contribution scheme, i.e. the cost charged to Cost of Services in the year is the cost of the employer contributions to the scheme. A "notional fund" is used as the basis for calculating the employers' contribution rate paid by each local education authority. In addition, the Authority is responsible for all pension payments relating to added years that have been awarded, together with the related increases.

	2019/2020		2020/2021	
	£m	% of pensionable pay	£m	% of pensionable pay
Employer's contribution paid (% change from 1.9.19)	12.216	23.68	14.294	23.68
Added years paid	1.735	2.34	1.722	2.85

Former Authorities' Liability

The former authorities' liability exists in respect of previous year's decisions to fund the pension benefits of employees of the former Glamorgan County Council, Mid Glamorgan County Council and Rhymney Valley District Council whose pension benefits are currently funded by the Rhondda Cynon Tâf County Borough Council Pension Fund. This has been included within the Authority's accounts as part of the required IAS 19 accounting disclosures. Actuarial assumptions are based upon the Rhondda Cynon Tâf County Borough Council Pension Fund.
Further information and the actuarial report are available on request from the Director of Finance, Rhondda Cynon Tâf County Borough Council, The Pavilions, Cambrian Park, Clydach Vale, Tonypandy CF40 2XX.

Unfunded Teachers Pensions Liability

This liability exists in respect of unfunded Teachers' Discretionary Benefits paid to the former Authority employees by the Greater Gwent (Torfaen) Pension Fund. This has been included within the Authority's accounts as part of the required IAS 19 accounting disclosures. Actuarial assumptions are based upon the Greater Gwent (Torfaen) Pension Fund.

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 Council Fund and the Housing Revenue Account via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the Council Fund Balance via the Movement in Reserves Statement during the year:

Notes to the Core Financial Statements (continued)

	Local Government Pension Scheme 2019/2020 £000	Local Government Pension Scheme 2020/2021 £000	Discretionary Benefits Arrangements 2019/2020 £000	Discretionary Benefits Arrangements 2020/2021 £000
Comprehensive Income and Expenditure Statement:				
Cost of Services				
Service cost comprising:				
• current service cost	53,458	40,918	0	0
• past service costs	54	12	0	41
• (gain)/loss from settlements/curtailments	0	0	0	0
• administration expenses	569	586	0	0
Financing and Investment Income and Expenditure				
• net interest expense	14,563	11,226	877	728
Total Post Employment Benefits charged to the Surplus or Deficit on Provision of Services	**68,644**	**52,742**	**877**	**769**
Other Post Employment Benefits charged to the Comprehensive Income and Expenditure Statement				
Remeasurement of the net defined benefit liability comprising:				
• return on plan assets (excluding the amount included in the net interest expense)	99,984	(198,123)	0	0
• actuarial (gains) / losses arising on changes in demographic assumptions	(57,011)	20,651	(1,516)	463
• actuarial (gains) / losses arising on changes in financial assumptions	(125,408)	348,623	(1,651)	3,994
• actuarial (gains) / losses - experience	(71,564)	(10,378)	(520)	(915)
Total Post Employment Benefit charged to the Comprehensive Income and Expenditure Statement	**(85,355)**	**213,515**	**(2,810)**	**4,311**

	Local Government Pension Scheme 2019/2020 £000	Local Government Pension Scheme 2020/2021 £000	Discretionary Benefits Arrangements 2019/2020 £000	Discretionary Benefits Arrangements 2020/2021 £000
Movement in Reserves Statement:				
• reversal of net charges made to the Surplus or Deficit on Provision of Services for post employment benefits in accordance with the Code	(68,644)	(52,742)	(877)	(769)
Actual Amount Charged Against the Council Fund Balance for Pensions in the Year:				
• employers' contributions payable to the scheme	25,255	25,714	2,115	2,058

Further information can be found in the Greater Gwent (Torfaen) Pension Fund’s Annual Report, which is available upon request from the Director of Finance, County Borough of Torfaen, Civic Centre, Pontypool, NP4 6YB.

Actuarial Gains and (Losses) relating to Pensions

Notes to the Core Financial Statements (continued)

The cumulative amount of actuarial gains and losses recognised in the Comprehensive Income and Expenditure Statement to 31 March 2021 is a loss of £306.557m (£142.401m loss to 31 March 2020).

Pensions 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:

	2019/2020 £000	2020/2021 £000
Present value of the defined benefit obligation:		
• Local Government Pension Scheme	(1,180,689)	(1,586,405)
• Former Authorities' Liability	(6,441)	(5,813)
• Teachers' Unfunded Discretionary Pension	(26,203)	(29,084)
Fair value of plan assets:		
• Local Government Pension Scheme	698,962	916,877
Net liability arising from defined benefit obligations	**(514,371)**	**(704,425)**

The deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees, as assessed by the scheme actuary. The total contribution that the Authority expects to make to the Local Government Pension Scheme in the year to 31 March 2022 is £25.207m.

Reconciliation of Present Value of Scheme Liabilities (Defined Benefit Obligation):

	2020/2021			
	Greater Gwent Scheme £000	Former Authorities Liability £000	Unfunded Teachers' Pension £000	Total £000
Opening balance at 1 April	1,179,529	6,441	26,203	1,212,173
Current service cost	41,504	0	0	41,504
Interest cost	27,333	143	585	28,061
Contributions by scheme participants	7,252	0	0	7,252
Remeasurement (gains) and losses:				
• Actuarial (gains) / losses arising from changes in demographic assumptions	20,651	0	463	21,114
• Actuarial (gains) / losses arising from changes in financial assumptions	348,623	371	3,623	352,617
• Actuarial (gains) / losses - experience	(10,378)	(662)	(253)	(11,293)
Past service costs	12	41	0	53
Losses / (gains) on curtailment	0	0	0	0
Benefits paid	(29,281)	(521)	(1,537)	(31,339)
Closing balance at 31 March	**1,585,245**	**5,813**	**29,084**	**1,620,142**
Other pension liabilities from discontinued operations	1,160	0	0	1,160
Closing balance at 31 March	**1,586,405**	**5,813**	**29,084**	**1,621,302**

Notes to the Core Financial Statements (continued)

	2019/2020			
	Greater Gwent Scheme £000	Former Authorities Liability £000	Unfunded Teachers' Pension £000	Total £000
Opening balance at 1 April	1,368,536	6,888	30,681	1,406,105
Current service cost	54,027	0	0	54,027
Interest cost	33,293	159	718	34,170
Contributions by scheme participants	7,047	0	0	7,047
Remeasurement (gains) and losses:				0
• Actuarial (gains) / losses arising from changes in demographic assumptions	(57,011)	(28)	(1,488)	(58,527)
• Actuarial (gains) / losses arising from changes in financial assumptions	(125,408)	0	(1,651)	(127,059)
• Actuarial (gains) / losses - experience	(71,564)	(32)	(488)	(72,084)
Past service costs	54	0	0	54
Losses / (gains) on curtailment	0	0	0	0
Benefits paid	(29,445)	(546)	(1,569)	(31,560)
Closing balance at 31 March	**1,179,529**	**6,441**	**26,203**	**1,212,173**
Other pension liabilities from discontinued operations	1,160	0	0	1,160
Closing balance at 31 March	**1,180,689**	**6,441**	**26,203**	**1,213,333**

Liabilities are valued on an actuarial basis using the projected unit method, which assesses the future liabilities of the Fund discounted to their present value.

	Greater Gwent Scheme		Former Authorities Liability		Unfunded Teachers' Pension	
	2019/2020 £000	2020/2021 £000	2019/2020 £000	2020/2021 £000	2019/2020 £000	2020/2021 £000
Opening fair value of scheme assets	777,359	698,962	0	0	0	0
Interest Income	18,730	16,107	0	0	0	0
Remeasurement gain/(loss)						
• return on plan assets, excluding the amount included in net interest expense	(99,984)	198,123	0	0	0	0
• member contributions	7,047	7,252	0	0	0	0
Contributions from employer	24,807	25,242	546	521	2,017	2,009
Benefits paid	(28,997)	(28,809)	(546)	(521)	(2,017)	(2,009)
Administration expenses			0	0	0	0
Closing fair value of scheme assets	**698,962**	**916,877**	**0**	**0**	**0**	**0**

Notes to the Core Financial Statements (continued)

Local Government Pension Scheme assets comprised:

	31 March 2020				31 March 2021			
	Quoted prices in active markets £000	Quoted prices not in active markets £000	Total £000	% of total assets	Quoted prices in active markets £000	Quoted prices not in active markets £000	Total £000	% of total assets
Equity Securities:								
Consumer	18,820	0	18,820	3%	24,688	0	24,688	3%
Manufacturing	20,591	0	20,591	3%	27,010	0	27,010	3%
Energy and Utilities	17,182	0	17,182	2%	22,538	0	22,538	2%
Financial Institutions	23,146	0	23,146	3%	30,362	0	30,362	3%
Health and Care	9,962	0	9,962	1%	13,068	0	13,068	1%
Information Technology	10,549	0	10,549	2%	13,838	0	13,838	2%
Other	3,135	0	3,135	0%	4,112	0	4,112	0%
Real Estate:								
UK Property	0	17,592	17,592	3%	0	23,076	23,076	3%
Overseas Property	0	0	0	0%	0	0	0	0%
Investment Funds and Unit Trusts:								
Equities	0	403,789	403,789	58%	0	529,678	529,678	58%
Bonds	0	117,273	117,273	17%	0	153,835	153,835	17%
Other	0	50,782	50,782	7%	0	66,614	66,614	7%
Cash and Cash Equivalents:								
All	0	6,143	6,143	1%	0	8,058	8,058	1%
	103,384	595,578	698,962	100%	135,616	781,261	916,877	100%

Basis for Estimating Scheme Assets and Liabilities

The calculation of these assets, liabilities and costs requires the actuary to make a number of assumptions relating to returns on investments, future inflation, pay and pension levels and rates of mortality. For the year ended 31 March 2021, the discount rate has been calculated as a weighted average of “spot yields” on AA rated corporate bonds. These weightings reflect more accurately the duration of the pension liabilities of the typical LGPS employer.

Changes to the Local Government Pension Scheme permit employees retiring on or after 6 April 2006 to take an increase in their lump sum payment on retirement in exchange for a reduction in their future annual pension. The actuaries assumed that 50% of employees retiring after 6 April 2020 would take advantage of this change to the pension scheme. The actuaries have advised that this has resulted in the pension liabilities being greater than if a higher take up of lump sums had occurred. The actuary has confirmed that each 5% increase (decrease) in the assumed commutation take-up rate would typically reduce (increase) the value of the liabilities by between 0.1% and 0.25%.

The principal assumptions used by the actuary have been:

Notes to the Core Financial Statements (continued)

	Local Government Pension Scheme		Former Authorities' Liability		Teachers' Pension Scheme	
	2019/2020	2020/2021	2019/2020	2020/2021	2019/2020	2020/2021
Long-term expected rate of return on scheme assets:	2.3%	2.0%	n/a	n/a	n/a	n/a
Mortality assumptions:						
Longevity at 65 for current pensioners:						
- Men	20.6	20.7	21.7	21.8	20.6	20.7
- Women	22.9	23.4	24.0	24.1	22.9	23.4
Longevity at 65 for future pensioners:						
- Men	21.6	22.1	n/a	n/a	n/a	n/a
- Women	24.6	25.4	n/a	n/a	n/a	n/a
Rate of inflation	2.8%	2.85%	2.1%	2.7%	2.8%	2.85%
Rate of increase in salaries	2.2%	3.2%	n/a	n/a	2.2%	3.2%
Rate of increase in pensions	1.9%	2.9%	2.1%	2.7%	1.9%	2.9%
Rate for discounting scheme liabilities	2.3%	2.0%	2.3%	2.1%	2.3%	2.0%
Take-up of option to convert annual pension into retirement lump sum	50.0%	50.0%	n/a	n/a	n/a	n/a

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all 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.

Impact on the Defined Benefit Obligation in the Greater Gwent (Torfaen) Pension Scheme	**Increase in obligation £000**	**Decrease in obligation £000**
Rate of increase in pension rate (increase by 0.5%)	150,004	0
Rate of increase in salaries (increase by 0.5%)	20,415	0
Rate for discounting scheme liabilities (decrease by 0.5%)	174,305	0

It is estimated that a one year increase in life expectancy would increase the Employer's Defined Benefit Obligation by approximately 3-5%

McCloud / Sargeant Case - Court of Appeal Ruling

When the Local Government Pension Scheme (LGPS) benefit structure was reformed in 2014, transitional protections were applied to certain older members close to normal retirement age. The benefits accrued from 1 April 2014 by these members are subject to an 'underpin' which means that they cannot be lower than what they would have received under the previous benefit structure. The underpin ensures that these members do not lose out from the introduction of the new scheme, by effectively giving them the better of the benefits from the old and new schemes.

Notes to the Core Financial Statements (continued)

In December 2018 the Court of Appeal upheld a ruling ("McCloud/Sargeant") that similar transitional protections in the Judges' and Firefighters' Pension Schemes were unlawful on the grounds of age discrimination. The implications of the ruling are expected to apply to the LGPS (and other public service schemes) as well. The UK Government requested leave to appeal to the Supreme Court, but this was denied at the end of June 2019.

LGPS benefits accrued from 2014 may therefore need to be enhanced so that all members, regardless of age, will benefit from the underpin. Alternatively, restitution may be achieved in a different way, for example by paying compensation. In either case, the clear expectation is that many more members would see an enhanced benefit rather than just those currently subject to these protections. There will therefore be a retrospective increase to members' benefits, which in turn will give rise to a past service cost for the Fund employers.

The Authority has instructed the Scheme's actuary to make an allowance in the formal valuation results so that the impact of the McCloud judgement continues to be included within the balance sheet at 31 March 2020.

To account for the McCloud Judgement (public service pensions age discrimination cases) the actuary has made an estimated adjustment to these liabilities from the 2019 valuation data to ensure that it is captured in the 31 March 2020 IAS19 balance sheet figures. The impact is separately recorded as a past service cost such that £4.962m relates to it.

However, since this was written a consultation has been published by Ministry of Housing, Communities and Local Government (MHCLG) on the proposed remedy for the McCloud issue. It was published in July 2020 and is due to close in October 2020. This has provided a clearer indication of the benefit changes arising from the McCloud judgement, and significantly it limits its eligibility to members who were active at 31st March 2012. The allowance that has already been made in our past service costs however, based on analysis by GAD, assumed that this would apply to all members in the scheme. Our Actuary has estimated that should the revised scheme operate as per the consultation, then this will reduce the allowance made within our published accounts 2019/20 by more than half.

Since the public consultation closed in October 2020, the government has been working through all the responses and has now published its response setting out its final policy decisions. The government will address the discrimination through a 'deferred choice under-pin' which will allow eligible members a choice when they retire, of which pension scheme benefits they would prefer to take for the remedy period.

Following the consultation response, the government will introduce new legislation when parliamentary time allows, expected to be in mid-2021.

The government intends that the provisions for the deferred choice underpin will be implemented by 1 October 2023, or earlier where schemes are able to implement legislative change and processes ahead of that date. Under the deferred choice underpin, members will remain in, or be returned to, their legacy schemes for service between 1 April 2015 and 31 March 2022.

Where an Employer made an allowance for McCloud in last year's Results Schedule, no further adjustment has been made within this year's Result Schedule. The previous allowance within the balance sheet will simply be rolled forward and therefore included within the closing position at the Accounting Date. No explicit additional adjustment for McCloud has been added to the current service cost for 2020/21 (or the projected service cost for 2021/22).

14. Private Finance Initiative (PFI) Transactions

The Authority entered into two contracts under Private Finance Initiative arrangements, one with the Machrie Consortium for the provision of two replacement schools (Ysgol Gyfun Cwm Rhymni and Lewis School Pengam), and one with S.E.W. Ltd for the provision of a road (Sirhowy Enterprise Way).

Notes to the Core Financial Statements (continued)

Under both contracts, the relevant consortium has the responsibility for the design, build, finance and operation of the assets for a period of 30 years, commencing in September 2002 for the schools and December 2005 for the road. With regard to the schools, this includes the provision of all ancillary services, although the Authority retains responsibility for educational, pastoral and financial arrangements. The Authority leases each school site to the Consortium and, upon expiry of the contract term (September 2032), has the option of re-tendering the provision of services. If the option is not taken, the assets will transfer to the Authority.

The Authority continues to own the land on which the road is built and, in consideration of a payment of £1, permits access to the land to S.E.W. Ltd, for the purposes of building and operating the road, for the lifetime of the contract. At the expiry of the contract term, the Authority has the option of extending the contract. If this option is not taken, the asset reverts to the ownership of the Authority.

The assets identified in the PFI contracts have been recognised in the Authority's Balance Sheet. Movements in their value over the year are detailed in the analysis of the movement on the Property, Plant and Equipment balance in Note 22.

	31 March 2020			31 March 2021		
	Road £000	Schools £000	Total £000	Road £000	Schools £000	Total £000
Gross PFI Liabilities are due:						
- not later than 1 year	2,592	1,954	4,546	2,638	1,658	4,296
- later than 1 year, not later than 5 years	9,931	6,704	16,635	9,406	6,816	16,222
- later than 5 years	12,037	13,781	25,818	9,924	12,011	21,935
Total Gross Liabilities	**24,560**	**22,439**	**46,999**	**21,968**	**20,485**	**42,453**
Net PFI Liabilities are due:						
- not later than 1 year	1,251	916	2,167	1,374	706	2,080
- later than 1 year, not later than 5 years	5,709	3,116	8,825	5,569	3,533	9,102
- later than 5 years	9,186	10,350	19,536	7,778	9,404	17,182
Total Net Liabilities	**16,146**	**14,382**	**30,528**	**14,721**	**13,643**	**28,364**
Finance charges allocated to future periods	**(8,414)**	**(8,057)**	**(16,471)**	**(7,247)**	**(6,842)**	**(14,089)**
Reconciliation between Net Book Values of PFI Assets held under PFI schemes:						
Net Liability (as above)	16,146	14,382	30,528	14,721	13,643	28,364
Additions	0	1,355	1,355	0	1,355	1,355
Revaluations and impairments	0	14,965	14,965	0	10,694	10,694
Repayments/ Amortisation of capital sum	20,617	6,820	27,437	22,042	7,559	29,601
Accumulated Depreciation	(12,865)	(5,918)	(18,783)	(12,865)	(5,918)	(18,783)
Net Book value of PFI Assets	**23,898**	**31,604**	**55,502**	**23,898**	**27,333**	**51,231**

The Authority receives funding from the Welsh Government to meet the costs of the unitary charge payments. However, the scheduling of the funding is such that it differs annually during the period of the PFI contract, from that applying to the payments to the consortia. Whilst the funding profile of the road scheme generally follows that of the unitary charge payments, that of the schools' scheme differs markedly, with the funding reducing annually over the period of the contract, whilst unitary charge payments increase annually over the same period. The result of the variance in these funding and expenditure profiles means that the funding received by the Authority in the early years of the contracts will exceed that required to meet the unitary charge, whilst subsequently, until the expiry of the contract term, the opposite will be true. As a result, the Authority has agreed that the initial funding "surpluses" will be set aside, to provide for the subsequent funding shortfalls, and is holding such funds as an earmarked reserve to meet future PFI liabilities (see note 38).

Notes to the Core Financial Statements (continued)

The balance held on this reserve and the movements during the financial year are as detailed below:

	2019/2020 £000	2020/2021 £000
Balance brought forward	(10,771)	(9,873)
Amounts (set aside) / taken in year:		
Schools	722	13
Road	176	213
	(9,873)	**(9,647)**

Future commitments for PFI Schemes

The Authority is committed to making the following payments for PFI obligations:

Road	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Total £000
Payable in 2021/2022	1,824	1,374	1,263	4,461
Payable within 2 to 5 years	8,285	5,569	3,837	17,691
Payable within 6 to 10 years	11,127	7,357	2,045	20,529
Payable within 11 to 15 years	5,378	421	101	5,900
	26,614	**14,721**	**7,246**	**48,581**
School				
Payable in 2021/2022	3,045	706	951	4,702
Payable within 2 to 5 years	13,018	3,533	3,283	19,834
Payable within 6 to 10 years	18,009	6,905	2,383	27,297
Payable within 11 to 15 years	5,545	2,499	225	8,269
	39,617	**13,643**	**6,842**	**60,102**

15. Operating Leases

Authority as Lessee

The Authority leases various buildings for the provision of services and for administrative purposes, which have been accounted for as operating leases. The rentals payable to lessors under such leases amounted to £1,089,964 in 2020/2021, (£1,057,414 in 2019/2020) and were charged to the relevant service area in the Comprehensive Income and Expenditure Statement.

Minimum lease payments due under non-cancellable operating leases in future years are:

	2019/2020		2020/2021	
	Land & Buildings £000	Total £000	Land & Buildings £000	Total £000
Not later than one year	977	977	886	886
Later than one year and not later than five years	3,014	3,014	2,981	2,981
Later than five years	10,727	10,727	10,316	10,316
	14,718	**14,718**	**14,183**	**14,183**

Notes to the Core Financial Statements (continued)

Authority as Lessor

The Authority has granted leases of land and buildings to various entities for periods of between 1 year and 30 years for the provision of community services, such as facilities, tourism services and community centres and for economic development purpose to provide suitable affordable accommodation for local businesses, with such arrangements being accounted for as operating leases. In addition, the Authority has also granted peppercorn leases (rentals of £1 per annum) of community halls, playing fields, pavilions etc. to voluntary organisations, community groups and other similar bodies for periods of between 1 year and 199 years. Such arrangements have been accounted for as operating leases.

Minimum lease payments receivable under non-cancellable leases in future years are:

	2019/2020			2020/2021		
	Industrial Units £000	Other Land & Buildings £000	Total £000	Industrial Units £000	Other Land & Buildings £000	Total £000
Not later than one year	122	526	648	120	548	668
Later than one year and not later than five years	480	2,343	2,823	480	2,071	2,551
Later than five years	192	3,126	3,318	72	2,247	2,319
	794	**5,995**	**6,789**	**672**	**4,866**	**5,538**

16. Members' Allowances

The total value of Members' Allowances payments in 2020/2021 was £1,288,680 (£1,263,929 in 2019/2020). More detailed information on Members' Allowances can be obtained from the Head of People Management & Development, Penallta House, Tredomen Park, Ystrad Mynach, Hengoed, CF82 7PG, or from the Authority's website via the following link- https://www.caerphilly.gov.uk/My-Council/Councillors-and-committees/Salaries,-expenses-and-allowances

17. Officers' Emoluments

The number of employees (excluding those employees who are listed separately overleaf) whose remuneration, excluding employer's pension contributions, was £60,000 or more in bands of £5,000, during the year ended 31 March 2021 were:

Notes to the Core Financial Statements (continued)

2020/2021	**Number of employees**			
Remuneration Band	**School based**	**Non-School based**	**Total**	**Left in year**
£60,000 - £64,999	40	13	53	2
£65,000 - £69,999	15	2	17	0
£70,000 - £74,999	14	3	17	2
£75,000 - £79,999	7	1	8	0
£80,000 - £84,999	4	0	4	0
£85,000 - £89,999	4	1	5	0
£90,000 - £94,999	2	0	2	0
£95,000 - £99,999	2	7	9	2
£100,000 - £104,999	1	3	4	0
£105,000 - £109,999	1	0	1	0
	90	**30**	**120**	**6**

Of the in-year leavers, four were school based and two were non-school based.

2019/2020	**Number of employees**			
Remuneration Band	**School based**	**Non-School based**	**Total**	**Left in year**
£60,000 - £64,999	30	3	33	0
£65,000 - £69,999	15	1	16	0
£70,000 - £74,999	12	4	16	0
£75,000 - £79,999	6	0	6	0
£80,000 - £84,999	3	0	3	0
£90,000 - £94,999	3	3	6	0
£95,000 - £99,999	3	7	10	1
£100,000 - £104,999	1	0	1	0
	73	**18**	**91**	**1**

The leaver in the year was school based.

In accordance with the Accounts and Audit (Wales) Regulations 2014, the following tables show the remuneration and components of remuneration for statutory chief officers and designated heads of paid service that have responsibility for the management of the Authority and have the ability to control the major activities of the Authority – particularly in relation to activities involving expenditure of money.

Notes to the Core Financial Statements (continued)

2020/2021 **Post**	**Salary**	**Expenses / other payments**	**Total Remuneration excluding Employer's Pension Contributions**	**Employer's Pension Contributions at 21.5%**	**Total Remuneration including Employer's Pension Contributions**
	£	**£**	**£**	**£**	**£**
Chief Executive	144,031	0	**144,031**	28,908	**172,939**
Corporate Director - Social Services & Housing	130,128	0	**130,128**	27,978	**158,106**
Corporate Director - Economy & Environment *a	130,128	0	**130,128**	27,978	**158,106**
Corporate Director - Education & Corporate Services	126,620	0	**126,620**	24,192	**150,812**
Head of Financial Services & S151 Officer	99,323	0	**99,323**	0	**99,323**
	630,230	0	**630,230**	109,056	**739,286**

**a The Interim Corporate Director of Communities was appointed to the post of Corporate Director - Economy & Environment on 29th March 2021*

The annualised remuneration of the highest paid officer of the Authority (the Chief Executive) in the financial year to 31 March 2021 was £144,031. This was 6.6 times the median remuneration of the workforce, which was £21,748. (The remuneration of the highest paid officer of the Authority (the Chief Executive) in the financial year to 31 March 2020 was £143,949. This was 6.8 times the median remuneration of the workforce, which was £21,166).

Notes to the Core Financial Statements (continued)

2019/2020 Post	Salary £	Expenses / other payments £	Total Remuneration excluding Employer's Pension Contributions £	Employer's Pension Contributions at 20.22% £	Total Remuneration including Employer's Pension Contributions £
Chief Executive *a	69,989	0	**69,989**	15,048	**85,037**
Interim Chief Executive *b	143,949	0	**143,949**	30,949	**174,898**
Director of Social Services & Housing *c	126,645	272	**126,917**	27,229	**154,146**
Director of Education and Corporate Services *d	118,759	0	**118,759**	23,512	**142,271**
Head of Corporate Finance & S151 Officer *e	30,487	0	**30,487**	1,732	**32,219**
Interim Corporate Director - Communities	122,414	0	**122,414**	26,319	**148,733**
Acting Section 151 Officer *f	88,610	0	**88,610**	0	**88,610**
	700,853	**272**	**701,125**	**124,789**	**825,914**

**a The Chief Executive was suspended on 8 March 2013 as a consequence of the police investigation in respect of Senior Manager remuneration awards during 2012/2013. Criminal proceedings were dismissed in October 2015. The Authority then undertook internal investigations in accordance with the Council's approved procedures and statutory requirements. As a consequence of these investigations Council on the 3 October 2019 took the decision to dismiss the Chief Executive. The renumeration above was paid to the Chief Executive until their date of dismissal.*

**b Council on the 10 March 2020 appointed the Interim Chief Executive permanently to the post of Chief Executive. In addition to those payments listed above, the Interim Chief Executive received Returning Officer expenses as a result of the parliamentary elections amounting to £10,797. These were paid by Central Government.*

**c In addition to those payments listed above, the Director of Social Services & Housing received Returning Officer expenses as a result of the parliamentary elections amounting to £1,265. These were paid by Central Government.*

**d In addition to those payments listed above, the Director of Education and Corporate Services received Returning Officer expenses as a result of the parliamentary elections amounting to £465. These were paid by Central Government.*

**e The Head of Corporate Finance & Section 151 Officer retired from their post on 30 April 2019. The remuneration figure above is inclusive of £22,246 pay in lieu of notice. The full annualised salary of the role was £96,665.*

**f The Interim Head of Business Improvement & Acting Section 151 Officer took over S151 duties on an acting basis in May 2019, due to the retirement of the Head of Corporate Finance & S151 Officer. The full annualised salary of the role was £96,665.*

Exit Packages

The numbers of exit packages with total cost per band and total cost of the compulsory redundancies, other redundancies and other departures are set out in the table below. The costs include redundancy costs, payments in lieu of notice and payments to staff for holidays not taken at time of departure. Where applicable, employers' national insurance contributions are included, as well as any strain costs for early retirement payable by the Authority to the Pension Fund.

Notes to the Core Financial Statements (continued)

(a) Exit package cost band (including special payments)	(b) Number of compulsory redundancies		(c) Number of other departures agreed		(d) Total number of exit packages by cost band [(b) + (c)]		(e) Total cost of exit packages in each band £	
	2019 / 2020	2020 / 2021	2019 / 2020	2020 / 2021	2019 / 2020	2020 / 2021	2019 / 2020	2020 / 2021
£0 - £20,000	0	1	131	78	131	79	829,956	407,018
£20,001 - £40,000	0	0	14	4	14	4	366,896	103,276
£40,001 - £60,000	0	0	1	0	1	0	50,520	0
£60,001 - £80,000	0	0	0	1	0	1	0	60,285
Total	**0**	**1**	**146**	**83**	**146**	**84**	**1,247,372**	**570,579**

18. External Audit Costs

In 2020/2021 Caerphilly County Borough Council incurred the following fees relating to external audit and inspection.

	2019/2020 £000	2020/2021 £000
Fees payable to the Auditor General for Wales with regard to external audit services carried out under the Code of Audit Practice prepared by the Auditor General for Wales	250	375
Fees payable to the Auditor General for Wales in respect of statutory inspection	105	102
Fees payable to the Auditor General for Wales for the certification of grant claims and returns	47	34
Fees payable to Grant Thornton UK LLP in respect of other services*	3	4
	405	**515**

* *Other services were in respect of the independent examination of Blackwood Miners' Institute, a registered charity.*

19. Related Party Transactions

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

During the year, transactions and year-end balances of related parties arose as follows:

Welsh Government
Welsh Government has significant influence over the general operations of the Authority in respect of providing the statutory framework within which the Authority operates, providing the majority of funding in the form of revenue and capital grants, revenue support grant and NNDR. Details of revenue support grant and NNDR Pool transactions are summarised in Note 11. At 31 March 2021, £8.3m was due to Welsh Government (£4m in 2019/2020), whilst £36.9m was due to the Authority from Welsh Government (£12.9m in 2019/2020).

Notes to the Core Financial Statements (continued)

Precepts and Levies
Note 9 details precepts collected on behalf of other organisations and amounts levied on the Authority by Joint Committees.

Members
Members of the council have direct control over the Authority's financial and operating policies. The total of members allowances paid in 2020/2021 is shown in Note 16. During the year the "declaration of interest" returns were received. The table below shows a summary of the receipts and payments occurring during the year and the outstanding balances as at 31 March 2021.

Related Party, relationship and transaction details	Amounts paid out by Authority £000	Amounts received by Authority £000	Balance Outstanding - Debtors £000	Balance Outstanding - Creditors £000
Caerphilly Skip Hire	29	-11	1	0
Citizens Advice Bureau	318	0	0	0
Groundwork Trust	61	-8	3	-2
Homestart Caerphilly	142	0	0	0
Undercurrents (Aber Valley Arts)	2	0	0	0
Cefn Fforest Eco Park	0	-2	0	0
White Rose Information and Resource Centre	32	0	0	0

Chief Officers
Details of chief officers' emoluments are provided in Note 17. All "declaration of interest" returns were received from directors which did not identify any other material related party transactions.

Other Public Bodies (subject to common control by central government)
The Authority has pooled budget arrangements with the Aneurin Bevan University Health Board in respect of the Gwent Frailty Project. As at 31 March 2021, £2,141,111 was due to the Authority from the Health Board whilst the Authority owed £2,200,917 to the Health Board in respect of the project.

Pension Contributions
Employer's contributions are made to the Teachers' Pension Agency and the Greater Gwent (Torfaen) Pension Fund in respect of the Authority's employees. Further details of amounts involved are shown in Note 13.

Other Entities Controlled or Significantly Influenced by the Authority:

Education Achievement Service (EAS)
EAS is a limited company that provides advisory and inspection services to the Local Education Authority and its schools. Activities of the company are funded by Caerphilly, Blaenau Gwent, Monmouthshire, Newport and Torfaen County Borough Councils for further information see note 45.

Payments of £1.186m were made to the EAS during 2020/21 (£2.204m in 2019/20). Income of £34k was received from the EAS in 2020-21. (£147k in 2019/20) A balance of £13k was due from the EAS as at 31 March 2021. (A balance of £1.005m was due from the EAS as at 31 March 2020).

Notes to the Core Financial Statements (continued)

Cardiff City Region Deal

The Transactions that Caerphilly County Borough Council has with the Cardiff City Region Deal are summarised within note 44.

In terms of Capital spending a contribution of £239k was made in 2020/2021 (nil Contribution in 2019/2020). The Authority carried a creditor balance of £239k due to the joint committee as at 31 March 2021 (nil at 31 March 2020).

The Authority also contributed £132k to the running costs of the joint committee in 2020/2021 (£130k in 2019/2020).

20. Minimum Revenue Provision (MRP) Adjustment

The Local Government Act 2003 requires the Authority to set aside a Minimum Revenue Provision for the redemption of debt in line with the regulations set out in the Local Authorities (Capital and Finance and Accounting) (Wales) Regulations 2003, as amended.

With effect from 2007/08, the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 revised the basis of charge in respect of Council Fund borrowing. The Regulations provide for a range of options as the basis of charge for MRP, within which authorities are permitted to adopt those most appropriate to their circumstances. However, in doing so, authorities must also take account of the requirement of the Regulations that MRP must be calculated in a prudent manner, ensuring that debt is charged to revenue over a period reasonably commensurate with that over which capital assets, to which the borrowing relates, provide benefits.

For Council Fund Supported Borrowing (i.e. where provision for the associated capital financing costs is included in the revenue support grant settlement received from the Welsh Government), MRP has been calculated at 2% over 50 years using the annuity method. The annuity method results in a lower charge in earlier years and a higher charge in the later years and takes into consideration the time value of money. MRP on any particular borrowing commences to be charged the year following that in which the borrowing has been incurred.

For Unsupported Borrowing (i.e. borrowing permitted in accordance with the Prudential Code for Capital Finance in Local Authorities, but for which no provision is made in the revenue settlement), MRP has been calculated on an asset life basis using the annuity method. The charge has been calculated using the average Public Works Loan Board (PWLB) interest rate for new annuity loans in the year that an asset became operational. MRP is written down over the life of the asset where this has been determined by the Authority's Property Valuers. Where the asset life has not been determined the MRP charge has been subsequently calculated over 25 years. MRP commences to be charged from the year following that in which the asset to which the borrowing relates becomes operational. For assets acquired by finance leases or the Private Finance Initiative, MRP has been determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.

The MRP charge for the HRA has been calculated by using an interest rate of 2% on the opening capital financing requirement on a reducing balance basis. For capital expenditure loans to third parties that are repaid in annual or more frequent instalments of principal, the Authority has not made an MRP charge, but has instead applied the capital receipts arising from principal repayments to reduce the capital financing requirement.

Actual provisions made during each year match the calculated amounts.

The amount shown in the note of reconciling items for the Movement in Reserves Statement as "Minimum revenue provision for capital financing" represents the accounting entry necessary to ensure that there is no overall increase or decrease in the Council Tax arising from depreciation charges, impairment losses or amortisations.

Notes to the Core Financial Statements (continued)

21. Movements on Reserves

Movements in the Authority's Usable Reserves are detailed below, in the Movement in Reserves Statement and also in Notes 34 - 38, whilst details of the movements in Unusable Reserves are shown below and in Notes 29 - 33. Some reserves are required to be held for statutory reasons, some are needed to comply with proper accounting practice and others have been set up voluntarily to earmark resources for future spending plans.

Usable Reserves **Reserve**	**Note**	**Balance 1 April 2019 £000**	**Net Movement in year £000**	**Balance 31 March 2020 £000**	**Net Movement in year £000**	**Balance 31 March 2021 £000**
Council Fund		(15,089)	66	(15,023)	(6,290)	(21,313)
Housing Revenue Account		(6,041)	(6,800)	(12,841)	(2,074)	(14,915)
Direct Service Earmarked Reserves		(38)	0	(38)	(48)	(86)
Capital Earmarked Reserves	***36***	(24,109)	(12,625)	(36,734)	(3,053)	(39,787)
Service Over/Underspend Reserves	***37***	(5,243)	(85)	(5,328)	(1,958)	(7,286)
Schools Earmarked Reserves		(2,521)	1,251	(1,270)	(10,070)	(11,340)
Insurance Earmarked Reserves	***34***	(7,108)	634	(6,474)	453	(6,021)
Other Earmarked Reserves	***38***	(36,788)	1,108	(35,680)	(15,719)	(51,399)
Usable Capital Receipts	***33***	(9,979)	(631)	(10,610)	354	(10,256)
Capital Grants Unapplied	***32***	(11,607)	(3,820)	(15,427)	(2,226)	(17,653)
Total Usable Reserves		**(118,523)**	**(20,902)**	**(139,425)**	**(40,631)**	**(180,056)**

Notes to the Core Financial Statements (continued)

Reserve	Balance 1 April 2019 £000	Net Movement in year £000	Balance 31 March 2020 £000	Net Movement in year £000	Balance 31 March 2021 £000	Purpose of Reserve	Further details of movements
Financial Instruments Adjustment Account	(32)	(10)	(42)	680	638	Amounts required by statute to be set aside in respect of discounts and premia on the rescheduling of the Authority's debts.	
Revaluation Reserve	(500,882)	(31,788)	(532,670)	(22,076)	(554,746)	Gains on revaluation of fixed assets not yet realised through sales.	*Note 30*
Capital Adjustment Account (CAA)	(291,611)	46,323	(245,288)	(9,564)	(254,852)	Capital resources set aside to meet past capital expenditure	*Note 31*
Deferred Capital Receipts	(136)	(113)	(249)	(159)	(408)	Proceeds to be received over future accounting periods arising principally from the sale of council dwellings	
Pensions Reserve	629,906	(115,535)	514,371	190,054	704,425	Reserve set aside to mitigate the impact of pension liabilities on Council Tax as required by statute	*Note 29*
Accumulated Absences Account	3,758	375	4,133	1,114	5,247	Account to absorb differences arising on the Council Fund balance from accruing for compensated absences earned but not taken in the year.	
Total Unusable Reserves	**(158,997)**	**(100,748)**	**(259,745)**	**160,049**	**(99,696)**		

Notes to the Core Financial Statements (continued)

22. Property, Plant and Equipment

Cost or valuation:	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Community Assets £000	Assets under Construction £000	Surplus Assets £000	Total Property, Plant & Equipment £000	PFI Assets Included in Property, Plant & Equipment £000
At 1 April 2020	366,955	584,715	46,093	336,581	3,549	1,558	0	1,339,451	74,287
Additions	19,527	12,020	6,126	7,804	300	5,078	0	50,855	0
Revaluation Increases to Revaluation Reserve	1,104	40,815	0	0	0	0	0	41,919	0
Revaluation Decreases to Revaluation Reserves	0	(30,981)	0	0	0	0	0	(30,981)	(4,271)
Revaluation Increases to Surplus/Deficit on Provision of Services	0	4,581	0	0	0	0	0	4,581	0
Revaluation Decreases to Surplus/Deficit on Provision of Services	0	(12,090)	0	0	(278)	0	0	(12,368)	0
Derecognitions - Disposals	(650)	(1,540)	(598)	0	0	0	0	(2,788)	0
Derecognitions - Other	(19,030)	(7,141)	0	0	0	0	0	(26,171)	
Other movements in cost or valuations	0	(1,627)	0	0	0	0	810	(817)	0
At 31 March 2021	367,906	588,752	51,621	344,385	3,571	6,636	810	1,363,681	70,016
Accumulated Depreciation and impairment:									
At 1 April 2020	0	(1,908)	(38,096)	(141,136)	(26)	0	0	(181,166)	(18,785)
Depreciation Charge	(14,680)	(11,507)	(1,584)	(9,210)	(15)	0	0	(36,996)	0
Depreciation written back on Revaluation	14,680	8,870	0	0	0	0	0	23,550	0
Depreciation written back on Disposals	0	170	590	0	0	0	0	760	0
At 31 March 2021	0	(4,375)	(39,090)	(150,346)	(41)	0	0	(193,852)	(18,785)
Net Book Value at 31 March 2021	**367,906**	**584,377**	**12,531**	**194,039**	**3,530**	**6,636**	**810**	**1,169,829**	**51,231**
Net Book Value at 31 March 2020	366,955	582,807	7,997	195,445	3,523	1,558	0	1,158,285	55,502

Notes to the Core Financial Statements (continued)

Cost or valuation:	Council Dwellings £000	Other Land & Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Community Assets £000	Assets under Construction £000	Total Property, Plant & Equipment £000	PFI Assets Included in Property, Plant & Equipment £000
At 1 April 2019	347,640	615,511	45,501	324,308	3,272	0	1,336,232	70,888
Additions	50,750	13,517	468	8,326	0	1,322	74,383	0
Revaluation Increases to Revaluation Reserve	20,598	33,447	0	0	95	0	54,140	3,399
Revaluation Decreases to Revaluation Reserve	0	(45,812)	0	0	0	0	(45,812)	0
Revaluation Increases to Surplus/Deficit on Provision of Services	0	7,643	0	0	177	0	7,820	0
Revaluation Decreases to Surplus/Deficit on Provision of Services	0	(12,760)	0	0	0	0	(12,760)	0
Derecognitions - Disposals	(2,279)	(14,580)	0	0	0	0	(16,859)	0
Derecognitions - Other	(49,754)	(7,943)	0	0	0	0	(57,697)	0
Other movements - transfer to correct classification	0	(4,308)	124	3,947	5	236	4	0
At 31 March 2020	366,955	584,715	46,093	336,581	3,549	1,558	1,339,451	74,287
Accumulated Depreciation and impairment:								
At 1 April 2019	0	(24,770)	(36,412)	(127,372)	(96)	0	(188,650)	(17,866)
Depreciation Charge	(13,372)	(11,818)	(1,560)	(9,819)	(15)	0	(36,584)	(919)
Depreciation written back on Revaluation	13,372	24,696	0	0	77	0	38,145	0
Depreciation written back on Disposals	0	5,922	0	0	0	0	5,922	0
Other movements - transfer to correct classification	0	4,062	(124)	(3,945)	8	0	0	0
At 31 March 2020	0	(1,908)	(38,096)	(141,136)	(26)	0	(181,167)	(18,785)
Net Book Value at 31 March 2020	**366,955**	**582,807**	**7,997**	**195,445**	**3,523**	**1,558**	**1,158,284**	**55,502**

Notes to the Core Financial Statements (continued)

Capital Commitments

At 31 March 2021, the Authority had entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2021/2022 and subsequent years budgeted to cost £8.398m. Similar commitments at 31 March 2020 were £12.885m. The major commitments are:

		Restated 31 March 2020 £000	31 March 2021 £000
Highways and Transportation:	Bridge strengthening & infrastructures	441	1,466
	Land drainage	164	240
	Infrastructure Retaining Walls	314	864
	Major highways improvements	739	1,709
	Street lighting (Salix)	506	0
Education:	Rhiw Syr Dafydd Athletics Track	0	231
Corporate Services:	EdTech Programme	1531	615
Social Services:	Children with Complex Needs Centre	3,069	0
Urban Renewal:	Lawns Industrial Estate	2,669	957
	Ty Ddu	1,706	950
	Canal	1,746	1,366
		12,885	**8,398**

Revaluations

A revaluation exercise is carried out at least every five years of all Property, Plant and Equipment required to be measured at current value. Property, Plant and Equipment is also reviewed on an annual basis to ensure that the carrying amount is not materially different from the current value at the year end. Valuations are carried out internally and in accordance with the methodologies and bases for estimation set out in the professional standards of Royal Institution of Chartered Surveyors. Valuation of vehicles, plant, furniture and equipment are valued at cost as a proxy for current value as these assets tend to be of low value and have a short asset life.

	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Community Assets £000	Assets held for sale £000	Total £000
Carried at historical cost	0	0	51,621	344,385	300	0	396,306
Valued at current value as at:							
30 March 2016	0	1,165	0		275	0	1,440
31 March 2017	0	8,167	0	0	1,494	0	9,661
31 March 2018	0	10,999	0	0	8	0	11,007
31 March 2019	0	21,396	0	0	198	0	21,594
31 March 2020	0	114,338	0	0	1,296	0	115,634
31 March 2021	367,906	432,687	0	0	0	1,627	802,220
Total Cost or Valuation	367,906	588,752	51,621	344,385	3,571	1,627	1,357,862

Notes to the Core Financial Statements (continued)

23. Heritage Assets

Reconciliation of the carrying Value of Heritage Assets held by the Authority	Other Land and Buildings	Civic Regalia	Total Heritage Assets
	£000	£000	£000
Cost or Valuation			
1 April 2019	10,969	253	11,222
Impairment (losses)/reversals recognised in the Revaluation Reserve	(440)	3	(437)
31 March 2020	**10,529**	**256**	**10,785**
Cost or Valuation			
1 April 2020	10,529	256	10,785
Impairment (losses)/reversals recognised in the Revaluation Reserve	2,995	0	2,995
31 March 2021	**13,524**	**256**	**13,780**

Other Land and Buildings

The collection of Heritage Assets includes a semi fortified manor house, mining museum, ancient chapel, a watermill and a handball court. Details of valuations, additions and disposals of Land and Buildings Heritage Assets are recorded on the Authority's Fixed Asset Register, whilst details of Civic Regalia are kept on a separate register by the Mayor's assistant. Members of the public can gain access to the museums and other buildings daily.

Heritage Assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Authority's accounting policies on property plant and equipment. The carrying amounts of Heritage Assets are reviewed where there is evidence of impairment for Heritage Assets, e.g. where an item has suffered physical deterioration or breakage or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the Authority's general policies on impairment – see note 1 - summary of significant accounting policies. The trustees of the Authority's Museum will occasionally dispose of Heritage Assets which have a doubtful provenance or are unsuitable for public display. The proceeds of such items are accounted for in accordance with the Authority's general provisions relating to the disposal of property, plant and equipment. Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts (again see note 1 - summary of significant accounting policies). Internal valuers carried out all valuations apart from the valuation of civic regalia.

Babell Chapel

This asset is a small Welsh Calvinistic Methodist Chapel built in 1827 and houses the grave of the 19th Century Welsh Language poet, Islwyn. The asset was valued at 31 March 2021 using the existing use value.

Elliot Colliery Winding House

This asset is an historical mining museum. It was valued at 31 March 2021 using depreciated replacement cost. The Authority's Museum also holds a collection of historical items which are not recognised on the Balance Sheet as cost information is not readily available and the Authority believes that the benefits of obtaining the valuation for these items would not justify the cost. Nearly all the items in the collection are believed to have a value of less than £50 each and as far as the Authority is aware no individual item is worth more than £500.

Notes to the Core Financial Statements (continued)

Gelligroes Mill
This watermill was built in the 17th Century and houses a radio museum and a candle making workshop, which has a Royal Warrant to make candles for HRH Prince Charles. The mill is also home to the Arthur Moore Amateur Radio Society. Arthur Moore was a Welsh wireless operator who, in 1912, heard the distress signal from RMS Titanic at the mill two days before news of the disaster had arrived in the UK. This was valued on 31 March 2021 using the existing use value.

Handball Court, Nelson
This is a traditional Handball Court that is the last remaining in Wales. This has been valued on a depreciated replacement cost basis on 31 March 2021.

Llancaiach Fawr
Llancaiach Fawr is a fortified Manor House. This was valued at 31 March 2021 using existing depreciated replacement cost. The Manor House also holds a small collection of items which are not recognised on the Balance Sheet as cost information is not readily available and the Authority believes that the benefits of obtaining the valuation for these items would not justify the cost. Nearly all the items in the collection are believed to have a value of less than £50 each and as far as the Authority is aware no individual item is worth more than £500.

War Memorials
The Authority is responsible for maintaining a number of War Memorials honouring local people who fell in two world wars and other conflicts. These are situated in parks and streets and have been valued on a depreciated replacement cost basis.

Civic Regalia
The Authority has a collection of civic chains relating to Caerphilly County Borough Council and a number of former authorities. These chains were valued at £66,848 in 1999 by Thomas Fattorini Limited, specialist jewellers. The collection was valued by Thomas Fattorini Limited in 2020 at £256,006. The Authority also holds a number of Civic gifts. It is considered that none of these gifts are of significant value warranting disclosure within the Authority's accounts or recognising in the balance sheet.

24. 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 and PFI contracts), 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.

	31 March 2020 £000	31 March 2021 £000
Opening Capital Financing Requirement	**367,178**	**391,967**
Capital Investment:		
Operational Assets	74,383	50,855
Invest to Save	(819)	(780)
Intangible Assets	64	0
Revenue Expenditure funded from Capital Under Statute	1,538	1,301
Sources of Finance:		
Grants and Other Contributions	(22,769)	(36,392)
Capital Expenditure Funded from Revenue	(17,355)	(23,029)
Capital Receipts Set Aside	(3,620)	(1,003)
Minimum Revenue Provision	(6,633)	(7,250)
Closing Capital Financing Requirement	**391,967**	**375,669**

Notes to the Core Financial Statements (continued)

25. Debtors

	31 March 2020 £000	31 March 2021 £000
Trade receivables	21,630	27,258
Prepayments	2,314	1,188
Other Local Authorities and Public Bodies	18,598	22,488
Government Grants	7,379	23,121
Other receivable amounts	3,025	6,543
	52,946	**80,598**

26. Cash and Cash Equivalents

The balance of cash and cash equivalents comprise the following elements:

	31 March 2020 £000	31 March 2021 £000
Cash held by the Authority	92	99
Bank current accounts	609	24,580
Total cash and cash equivalents	**701**	**24,679**

27. Creditors

	31 March 2020 £000	31 March 2021 £000
Trade payables	(31,901)	(31,490)
Receipts in advance	(23,350)	(11,672)
Other Local Authorities and Public Bodies	(12,080)	(14,139)
HMRC	(4,097)	(4,244)
Accumulated Absence accrual	(4,133)	(5,247)
Other payables	(4,896)	(4,656)
Total Creditors	**(80,457)**	**(71,448)**

28. Other Funds

The Authority holds a number of accounts on behalf of clients on a trustee basis, which are not consolidated in the balance sheet.

The total value of these accounts as at 31 March 2021 was:
£180,142 - relating to Education Trust Funds administered by the Interim Head of Corporate Finance, (£178,225 in 2019/2020), which are held to provide prizes and awards to pupils in the Authority's schools. Of these funds, £43 is vested in shareholdings and £180,099 is held in bank deposits (£43 and £178,182 respectively in 2019/2020). There are no other underlying assets or liabilities. The Trust Funds received £1,917 in dividends and interest during the year (£2,239 in 2019/2020) and incurred expenditure of £nil (£100 in 2019/2020).

Notes to the Core Financial Statements (continued)

In addition, the Director of Social Services administers funds on behalf of clients in residential homes. These accounts do not have official trustee status. The total value of these accounts as at 31 March 2021 was £6,575,116 (£6,221,025 as at 24 April 2020 - *balances could not be obtained at 31 March last year due to the impact of Covid19 restrictions on working practices.)*

29. Pensions Reserve

The Pensions Reserve absorbs timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. Post-employment benefits are accounted for 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 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 as it eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve 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.

	2019/2020 £000	2020/2021 £000
Balance as at 1 April	**629,906**	**514,371**
Actuarial (gains) or losses on pensions assets and liabilities	(157,686)	164,315
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	69,521	53,511
Employer's pension contributions and direct payments to pensioners payable in the year	(27,370)	(27,772)
Balance at 31 March	**514,371**	**704,425**

30. Revaluation Reserve

The Revaluation Reserve replaced the Fixed Asset Restatement Account (FARA) on 1 April 2007 and was included in the Balance Sheet with a zero opening balance. The closing position on the Reserve at 31 March 2021 therefore only shows revaluation gains accumulated since 1 April 2007.

	2019/2020	2020/2021	
	£000	£000	£000
Balance as at 1 April	**(500,882)**		**(532,670)**
Downward revaluation of assets and impairment losses not charged to Surplus and Deficit on the Provision of Services	46,467	30,981	
Surplus on Revaluation of Assets	(92,429)	(68,293)	
Surplus or deficit on revaluation of non-current assets not posted to Surplus or Deficit on the Provision of Services	(45,962)		(37,312)
Difference between fair value depreciation and historical cost depreciation	14,174	15,236	
Amount written off to the Capital Adjustment Account	14,174		15,236
Balance as at 31 March	**(532,670)**		**(554,746)**

Notes to the Core Financial Statements (continued)

31. Capital Adjustment Account

The Capital Adjustment Account was implemented on 1 April 2007 from the closing balances on both the FARA and the Capital Financing Account, (as mentioned in note 30 above). The account contains the amounts that are required by statute to be set aside from capital receipts for the repayment of external loans, the amount of revenue and capital receipts used to finance capital expenditure and compensatory adjustments from the above-mentioned Revaluation Reserve to convert current value depreciation/impairment loss debits to historical cost.

	2019/2020		2020/2021	
	£000	£000	£000	£000
Balance as at 1 April		**(291,611)**		**(245,288)**
Set Aside - Capital Receipts		(3,620)		(1,003)
Funding:				
Revenue funding applied	(17,355)		(23,029)	
Capital receipts applied	(888)		(976)	
Capital grants and contributions applied	(21,881)		(35,416)	
Total Funding		(40,124)		(59,421)
MRP		(6,633)		(7,250)
Depreciation:				
In year charge	36,524		36,996	
Attributable to revaluations	(49,873)		(37,001)	
Written back on revaluations	35,700		23,380	
Written back on disposals	(5,920)		(760)	
		16,431		22,615
Derecognition of capital expenditure		57,697		26,171
Asset Revaluations / Impairments:				
Price adjustments	4,930		7,787	
		4,930		7,787
Disposals - Council Fund	14,580		2,059	
Disposals - HRA	2,279		(1,043)	
		16,859		1,016
Revenue Expenditure funded from Capital	1,538		1,301	
		1,538		1,301
Invest to save		(819)		(780)
Amortisation of Intangible Assets		64		0
Total capital costs		90,067		50,860
Balance as at 31 March		**(245,288)**		**(254,852)**

32. Capital Grants Unapplied

The Authority receives grants and other contributions towards the funding of capital projects. The following table represents amounts received and carried forward to fund projects yet to be implemented or completed at the end of the financial year.

Notes to the Core Financial Statements (continued)

	2019/2020		2020/2021	
	£000	£000	£000	£000
Opening balance		**(11,607)**		**(15,427)**
Grants:				
Private Housing	25		0	
HRA	0		(2,941)	
Education	(1,506)		1,531	
Lifelong Learning	(15)		0	
Planning	169		0	
Property Services	0		(1)	
Community and Leisure	0		(316)	
Highways	332		(302)	
Corporate Projects	(2,392)		(2,795)	
Economic Development	(576)		562	
Corporate	155		1,990	
		(3,808)		(2,272)
Section 106 Contributions:				
Highways	31		150	
Planning	5		0	
Economic Development	0		(3)	
Corporate Projects	(36)		0	
Community and Leisure	0		8	
		0		155
Other Contributions:				
Lifelong Learning	(1)		0	
Private Housing	0		(109)	
Highways	11		0	
Corporate Projects	(362)		0	
Corporate	338		0	
Planning	2		0	
		(12)		(109)
Balance as at 31 March		**(15,427)**		**(17,653)**

33. Capital Receipts Reserve

	2019/2020	2020/2021
	£000	£000
Amounts receivable in year	(5,251)	(1,796)
Amounts set aside	3,620	1,003
Amounts applied to finance new capital investment in year	1,001	1,146
Total increase/(decrease) in realised capital resources in year	(630)	353
Balance brought forward at 1 April	(9,979)	(10,609)
Balance at 31 March	**(10,609)**	**(10,256)**

Notes to the Core Financial Statements (continued)

34. Movements in Insurance Earmarked Reserves

These reserves are established to meet assessed self-insured possible liabilities associated with potential claims, and to fund risk management initiatives aimed at minimising the potential cost of future claims.

Reserve:	Balance at 1 April 2020 £000	Transfers from Reserves £000	Transfers to Reserves £000	Balance at 31 March 2021 £000
Insurance Reserve	(6,139)	400	0	(5,739)
Risk Management Reserve	(335)	53	0	(282)
	(6,474)	**453**	**0**	**(6,021)**

35. Movement in Other Housing Reserves

Details of the movement upon Housing reserves are included with the Notes to the Housing Revenue Account Summary on page 106, Note 7.

36. Movements in Capital Earmarked Reserves

These reserves represent amounts set aside to finance the Authority's Council Fund capital programme, the majority of which are earmarked to specific schemes.

Reserve:	Balance at 1 April 2020 £000	Transfers from Reserves £000	Transfers to Reserves £000	Balance at 31 March 2021 £000
Housing Earmarked Capital	(38)	38	0	0
Private Housing	0	0	(100)	(100)
Corporate - All Authority	(5,685)	4,059	(1,147)	(2,773)
Social Services	(473)	461	(2,182)	(2,194)
Corporate Projects	(18,073)	741	(3,852)	(21,184)
Planning	(412)	200	0	(212)
Education	(8,758)	0	(534)	(9,292)
Highways and Transportation	(648)	23	(178)	(803)
Property	(340)	65	(351)	(626)
Corporate Services	(222)	0	(85)	(307)
Economic Development & Tourism	(101)	294	(503)	(310)
Environmental Health	(245)	44	0	(201)
Community & Leisure	(1,739)	205	(251)	(1,785)
	(36,734)	**6,130**	**(9,183)**	**(39,787)**

Notes to the Core Financial Statements (continued)

37. Movements in Service Under / Overspend Earmarked Reserves

These reserves represent the cumulative under and overspend balances carried forward by the Authority's services in accordance with its Financial Regulations. The reserves are used to fund future expenditure, and their use is under the control of the individual service areas.

Reserve:	Balance at 1 April 2020 £000	Transfers from Reserves £000	Transfers to Reserves £000	Balance at 31 March 2021 £000
Education	0	1,517	(3,035)	(1,518)
Corporate Services	(1,512)	3,170	(2,853)	(1,195)
Social Services	(4,036)	6,129	(5,507)	(3,414)
Housing Non HRA	(302)	181	(362)	(483)
Directorate of the Environment	522	699	(1,897)	(676)
	(5,328)	**11,696**	**(13,654)**	**(7,286)**

Notes to the Core Financial Statements (continued)

38. Movements in Other Reserves

Reserve:	Purpose of reserve:	Balance at 1 April 2020 £000	Transfers from reserves £000	Transfers to reserves £000	Balance at 31 March 2021 £000
Waste Management Reserve	to cover future costs in respect of landfill sites	(235)	0	0	(235)
PFI Equalisation Reserve (Schools)	to match PFI funding and unitary charge payments over the period of the contracts - see note 14	(7,972)	862	(849)	(7,959)
PFI Equalisation Reserve (Roads)		(1,901)	213	0	(1,688)
PFI Schools Earmarked Reserve	reinvestment and works outside the scope of the PFI projects	(1,192)	0	(117)	(1,309)
Service Initiative Reserves	to fund expenditure upon service specific initiatives	(15,280)	3,400	(10,716)	(22,596)
Carbon Trust Fund Reserve	to provide match funding to draw down grant from the Carbon Trust, to fund major works for energy efficiency measures	(299)	214	(132)	(217)
Area Forum Reserve	to meet costs incurred from environmental works undertaken by the Authority as identified by the local area partnerships	(39)	0	0	(39)
Cemeteries Reserve	to meet costs incurred in general upkeep and maintenance of Authority-owned cemeteries	(701)	532	(170)	(339)
Electoral Admin Reserve	to meet the objectives of the Electoral Adminsitration Act 2006	(459)	0	(148)	(607)
Health & Safety Initiatives Reserve	to promote health and safety across the authority	(263)	0	0	(263)
Corporate PC Replacement Reserve	to fund the replacement of computers throughout the Authority	(377)	82	(63)	(358)
Social Services Partnership Reserve	to support collaborative initiatives with other local authorities and public bodies	(2,464)	616	(453)	(2,301)
Invest to Save Reserve	to promote savings initiatives across the authority	(469)	0	(133)	(602)
Local Management of Schools	to undertake school based initiatives	(1,745)	100	(142)	(1,787)
Community Infrastructure Levy Reserve	to recycle CIL charges to fund infrastructure and to support local developments	(2,211)	0	(742)	(2,953)
Interest Equalisation Reserves	to manage interest adjustments on soft loans received by the authority.	0	0	(8,104)	(8,104)
Other Reserves	a number of smaller reserves held for a variety of purposes.	(73)	31	0	(42)
	Total	**(35,680)**	**6,050**	**(21,769)**	**(51,399)**

Notes to the Core Financial Statements (continued)

39. Cash Flow Statement – Adjustments to Surplus or Deficit

	2019/2020 £000	2020/2021 £000
Adjustment to surplus or deficit on provision of services for non-cash movements:		
Depreciation and Impairment - inclusive of downward revaluation	(35,533)	(44,613)
IAS19 Pensions Adjustment	(42,151)	(25,739)
Invest2Save Adjustment	819	(1,301)
(Increase) / Decrease in Provisions	(579)	(445)
Derecognition of Capital Expenditure	(57,697)	(26,171)
Other non-cash items charged to the net surplus or deficit on the provision of services	(15,058)	9,741
Increase / (Decrease) in Inventories	(24)	0
Increase / (Decrease) in Debtors	20,986	38,733
(Increase) / Decrease in Creditors	(31,916)	(7,245)
	(161,153)	**(57,040)**
Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities:		
Capital grants credited to surplus or deficit on provision of services	25,708	37,642
Net loss on sale of fixed assets	3,561	(257)
	29,269	**37,385**

Contributions to / from Reserves narrative has been amended to Other Non Cash Items Charged to the Net Surplus or Deficit on the provision of services.

40. Cash Flow Statement – Operating Activities

	2019/2020 £000	2020/2021 £000
Interest received	(1,081)	(851)
Interest paid	13,227	13,090
	12,146	**12,239**

41. Cash Flow Statement – Investing Activities

	2019/2020 £000	2020/2021 £000
Purchase of property, plant and equipment and intangible assets	75,858	53,059
Purchase of short-term and long-term investments	503,662	2,499,107
Proceeds from sale of property, plant and equipment and intangible assets	(5,250)	(2,941)
Proceeds from sale of short-term and long-term investments	(483,073)	(2,496,301)
Other receipts from investing activities	(25,708)	(38,422)
Other payments from investing activities	0	521
	65,489	**15,023**

42. Cash Flow Statement - Financing Activities

	2019/2020 £000	2020/2021 £000
Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet PFI contracts	4,569	4,639
Repayments of short-term and long-term borrowing	28,292	2,819
Cash receipts of short-term and long-term borrowing	(48,311)	(20,000)
Other payments for financing activities	0	780
	(15,450)	**(11,762)**

43. Reconciliation of liabilities arising from financing activities

	As at 1 April 2020	Financing cash flows	Non-cash changes		As at 31 March 2021
			Acquisition	Other non-cash changes	
	£000	£000	£000	£000	£000
Long-term borrowings	(298,469)	(20,000)	0	10,837	(307,632)
Short-term borrowings	(5,060)	3,599	0	(2,644)	(4,105)
Lease liabilities	(317)	86	0	0	(231)
On balance sheet PFI liabilities	(30,528)	4,553	0	(2,388)	(28,363)
Total liabilities from financing activities	**(334,374)**	**(11,762)**	**0**	**5,805**	**(340,331)**

44. Joint Operations

A joint operation is defined as “a contractual arrangement under which the participants engage 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 Code states that where such joint operations 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. A review of shared practices within the Authority identified that the following should be regarded as joint operations:

- Cardiff City Region City Deal
- Glamorgan Archive Joint Committee
- Greater Gwent Cremation Joint Committee
- Gwent Joint Records Committee
- Gwent Wide Integrated Community Equipment Service Project (GWICES)
- Project Gwyrdd

The Authority’s share of the Income and Expenditure Account and Balance Sheet of some of the committees, where material, is given below:

Cardiff Capital Region City Deal (CCRCD)

Notes to the Core Financial Statements (continued)

The CCRCD is a £1.2 billion deal between the UK Government, the Welsh Government and the 10 constituent councils in South East Wales, which includes Caerphilly. The investment is over a 20-year period and the key aim of the fund is to create 25,000 new jobs by 2036 and lever £4 billion of private sector investment. The comparative figures for 2019/2020 have been revised to reflect the final audited accounts.

Cardiff Capital Region City Deal (CCRCD)	**2019/2020**		**2020/2021**	
Income & Expenditure Account	**Total £000**	**CCBC share £000**	**Total £000**	**CCBC share £000**
Cost of Services	2,440	292	4,718	565
Operating Income	(5,017)	(600)	(7,286)	(872)
Net Cost of Services	(2,577)	(308)	(2,568)	(307)
Interest & Investment Income	(283)	(34)	(115)	(14)
Movement in fair Value of Investment Properties	(612)	(73)	7,551	904
Financing & Investment Income & Expenditure	**(895)**	**(107)**	**7,436**	**890**
Capital Grants & Contributions	0	0	(4,475)	(536)
Corporation Tax	659	79	(920)	(110)
Taxation and Non Specific Grant Income	**659**	**79**	**(5,395)**	**(646)**
(Surplus) / Deficit on Provision of Services	**(2,813)**	**(337)**	**(527)**	**(63)**
Other Comprehensive Income & Expenditure	0	0	0	0
Total Comprehensive Income & Expenditure	**(2,813)**	**(337)**	**(527)**	**(63)**
Balance Sheet				
Long term assets	36,443	4,362	35,107	4,202
Current assets	55,006	6,583	70,745	8,467
Current liabilities	(2,600)	(311)	(14,923)	(1,786)
Long term liabilities	(45,951)	(5,499)	(47,008)	(5,626)
Total Assets less Liabilities	**42,898**	**5,134**	**43,921**	**5,257**
Usable Reserves	6,380	764	2,952	353
Unusable Reserves	36,518	4,371	40,969	4,904
	42,898	**5,134**	**43,921**	**5,257**

45. Related Businesses and Companies

Authorities must consider whether they need to produce group accounts for interests held in other organisations where they meet the definition of subsidiaries, associates and joint ventures. The Authority has reviewed all its relationships in this regard and although the Authority has an interest in the following company, it does not meet the requirements for the preparation of group accounts.

Education Achievement Service (EAS)

The five local authorities of Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen have formed an Education Achievement Service (EAS). The integrated service has been designed to raise education standards in South East Wales.

The EAS became operational in September 2012. It is a joint company limited by guarantee and wholly owned and completely controlled by the five local authorities, but operating at arms-length. It is not a

Notes to the Core Financial Statements (continued)

profit-making company and it is a separate legal entity. There is no lead authority with each being represented equally with a 20% interest and having equal voting rights. The company has a board consisting of the Lead Director and elected member representatives from the partner authorities. The collaboration agreement commits the Authority to participate in the EAS company for a minimum period of four years.

The company's latest unaudited trading results for the year ending 31 March 2021 are as follows (the previous year's figures have been restated to reflect the final audited position):

Statement of Profit or Loss	**Restated Year Ended 31 March 2020 £000**	**Year Ended 31 March 2021 £000**
Revenue	6,813	6,759
Cost of sales	(5,662)	(5,580)
Gross Surplus	**1,151**	**1,179**
Other operating income and expenditure	(1,780)	(1,630)
Operating Surplus	**(629)**	**(451)**
Investment Income	15	3
Financing costs	(262)	(211)
Deficit before Tax	**(876)**	**(659)**
Other Comprehensive Income		
Actuarial gain/(loss) on pension scheme	2,081	(4,116)
Adjustment to underwritten balance	(1,178)	4,779
Other Comprehensive Income net of income tax	903	663
Total Comprehensive Income for the year	**27**	**4**

Statement of Financial Position	**Restated Year Ended 31 March 2020 £000**	**Year Ended 31 March 2021 £000**
Non-Current Assets	9,019	13,798
Current Assets	5,620	2,488
Total Assets	**14,639**	**16,286**
Non-Current Liabilities	8,984	13,770
Current Liabilities	5,409	2,272
Total Liabilities	**14,393**	**16,042**
Net Assets	**246**	**244**
Retained Profit	**246**	**244**

Housing Revenue Account

for the year ended 31 March 2021

Housing Revenue Account

2019/2020		2020/2021		
£000		£000	£000	Note
	Income			
(49,267)	Dwelling rents	(49,170)		1
(298)	Non-dwelling rents	(285)		
(1,355)	Charges for services and facilities	(1,172)		
(7,377)	Contributions towards expenditure	(6,171)		
(58,297)	***Total Income***		**(56,798)**	
	Expenditure			
17,359	Repairs and maintenance	15,545		
8,822	Supervision and management	10,756		
2,838	Special Services	2,500		
1,169	Rents, rates, taxes and other charges	1,222		
13,553	Depreciation and impairment of non-current assets	14,696		2
30	Debt Management Costs	26		
893	Increase in bad debt provision	(578)		
44,664	***Total Expenditure***		**44,167**	
(13,633)	**Net Expenditure/(Income) of HRA Services as included in the whole authority Comprehensive Income and Expenditure Statement**		(12,631)	
155	HRA services share of Corporate and Democratic Core Costs		159	
(13,478)	**Net Expenditure of HRA Services**		**(12,472)**	
5,081	Interest payable and similar charges	5,308		
(7,350)	Major Repairs Allowance	(7,304)		8
(64)	Other Grants	(608)		
46,973	(Gain) / Loss on sale of HRA non-current assets	18,323		
(123)	Interest and investment income	(142)		
44,517			15,577	
31,039	**(Surplus)/deficit for the year on HRA services**		**3,105**	

Movement on Housing Revenue Account Statement

2019/2020		2020/2021		
£000		£000	£000	Note
(6,041)	Balance on the HRA at the end of the previous year		(12,842)	
31,039	(Surplus) or Deficit for the year on the HRA Income and Expenditure Statement	3,105		
(37,840)	Adjustments between accounting basis and funding basis under statute	(5,178)		
(6,801)	Net (increase)/decrease before transfers to or from reserves	(2,073)		
(6,801)	(Increase) or decrease in year on the HRA		(2,073)	
(12,842)	**Balance on the HRA at the end of the current year**		**(14,915)**	**7**

Note of Movement on Housing Revenue Account Statement

2019/2020 £000		2020/2021 £000	2020/2021 £000	Note
	Items included in the HRA Income and Expenditure Account but excluded from the movement on HRA Balance for the year			
0	Difference between amounts charged to income and expenditure for amortisation of premia and discounts and the charge for the year determined in accordance with statute	0		
(13,553)	Depreciation and Impairment of non-current assets	(14,696)		2
0	Revenue expenditure funded from capital under statute	0		
(46,973)	Gain on sale of HRA non-current assets	(18,323)		
(5,412)	Net charges made for retirement benefits in accordance with IAS 19	(3,950)		9
7,414	Capital Grants and Contributions Applied (including Major Repairs Allowance)	7,912		
(58,524)			(29,057)	
	Items not included in the HRA Income and Expenditure Account but included in the movement on HRA Balance for the year			
2,353	Employer's contributions payable to the Greater Gwent Pension Fund and retirement benefits payable direct to pensioners	2,288		9
2,093	HRA Minimum Revenue Provision	2,439		
16,271	Capital expenditure funded by the HRA	19,218		
(33)	Adjustment involving the Accumulated Absences Account	(66)		
20,684			23,879	
(37,840)	**Net additional amount required by statute to be credited to the HRA Balance for the year**		**(5,178)**	

Notes to the Housing Revenue Account

1. Rent of Dwellings

This is the total rent income collectable for the year after allowance is made for voids on empty properties. As at 31 March 2021, 2.53% of lettable properties were void (an increase on 2.01% in 2019/2020) although this fluctuates throughout the year. The average weekly rent at 31 March 2021 was £98.17 (£95.55 in 2019/2020), based on a 48-week collection period.

2. Depreciation and Impairment

	2019/2020 £000	2020/2021 £000
Operational assets comprising:		
Dwellings (refer to Note 22 Core Financial Statements)	13,372	14,680
Other Land & Buildings	293	16
Asset Impairments/revaluations	(112)	0
Total HRA depreciation and impairment	**13,553**	**14,696**

3. Rent Arrears

The rent arrears encompass monies owed by both current and former council tenants. During the year, total rent arrears increased by £818,000. The total of current rent arrears represents 4.76% of Gross Rent Income.

	£000
Arrears at 31 March 2020	3,099
Bad Debt Provision 31 March 2020	(2,114)
Net Arrears at 31 March 2020	**985**
Arrears at 31 March 2021	3,090
Bad Debt Provision 31 March 2021	(1,288)
Net Arrears at 31 March 2021	**1,802**

4. Housing Stock

The Authority was responsible for managing an average of 10,656 dwellings during 2020/2021. The type of stock is made up of approximately 59% houses, 26% flats and 15% bungalows.

	2019/2020 Number	2020/2021 Number
Stock at 1 April	10,717	10,667
Acquisitions/New Build	18	6
Sales/Demolitions/Expired Leases	(68)	(28)
Stock at 31 March	**10,667**	**10,645**

Notes to the Housing Revenue Account (continued)

5. Capital Expenditure and Financing

	2019/2020 Assets £000	2020/2021 Assets £000
Capital Expenditure:		
Operational Assets : Houses	50,750	20,270
Vehicles, Plant & Equipment	0	115
Total Expenditure	**50,750**	**20,385**
Capital Financing :		
Capital Grants	(186)	(721)
Major Repairs Allowance	(7,350)	(7,304)
Revenue Reserves	(16,270)	(11,214)
Capital Receipts	(1,001)	(1,146)
Internal Borrowing	(25,943)	0
Total Income	**(50,750)**	**(20,385)**

6. Capital Receipts and Unapplied Capital Income

	2019/2020 £000	2020/2021 £000
Balance at 1st April	(3,238)	(4,232)
Amounts received - Right to Buy	(5,823)	(2,480)
Amounts received - Other	(231)	(2)
Less Statutory Set aside for debt repayment	5,060	1,366
Balance at 31st March	**(4,232)**	**(5,348)**

7. Balance Carried Forward

The working balance at 31 March 2021 was £14.915m, a net increase of £2.074m over the year.

Reserve:	Balance at 1 April 2020 £000	Appropriations From Reserves £000	Appropriations To Reserves £000	Balance at 31 March 2021 £000
Housing Fund Balances - represents the general, unallocated balances associated with the Housing Revenue Account	(12,262)	0	(1,975)	(14,237)
HRA Earmarked Reserve - exists to meet future commitments in respect of planned programme works	(579)	0	(99)	(678)
	(12,841)	**0**	**(2,074)**	**(14,915)**

Notes to the Housing Revenue Account (continued)

8. Major Repairs Allowance

	2019/2020 £000	2020/2021 £000
Amount Received in Year	(7,350)	(7,304)
Amounts Applied in Year	7,350	7,304
Amounts Carried Forward	**0**	**0**

9. HRA share of contributions to or from the Pension Reserve

	2019/2020 £000	2020/2021 £000
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	(5,412)	(3,950)
Employer's pension contributions and direct payments to pensioners payable in the year	2,353	2,288
Total Contribution (to) / from the Pension Reserve	**(3,059)**	**(1,662)**

Glossary of Terms

The Statement of Accounts contains a number of technical terms which will not be familiar to the lay person. To assist the reader of the accounts, a number of these terms have been explained using non-technical terminology.

***Accruals basis* –** An accounting concept in which transactions are reflected in the accounts of the period in which they take place, as opposed to the period in which payments are made or income received.
***Actuary* -** A qualified person who works out insurance and pension fund valuations, taking into account factors such as trends in insurance claims and life expectancy.
***Amortisation* –** The reduction in value of an intangible asset (e.g. computer software) by pro-rating its cost over a period of years.
***Authority* -** Caerphilly County Borough Council.
***Available-for-sale Reserve* –** A reserve that holds the gains or losses on revaluation of investments (classed as available-for-sale) that are not yet realised through sales.
***Balance Sheet* -** A statement listing all assets and liabilities of the Authority at the 31 March.
***Borrowing* -** Can be short-term (less than 1 year to maturity) or long-term (more than 1 year to maturity) and represents money loaned to the Authority by third parties.
***Budget* -** A budget is the spending plan for the financial year in question i.e. 2018/2019.
***Capital Adjustment Account* -** An account that relates to capital and non-current asset transactions. This includes the application of capital monies e.g. capital grants to finance the capital schemes of the Authority and to manage the disposal of non-current assets.
***Capital Expenditure* -** Expenditure on non-current assets which will be used by the Authority over many years to provide services e.g. buildings.
***Capital Receipts* -** Proceeds from the sale of non-current assets e.g. land or buildings.
***Cash Flow Statement* -** A statement recording all movements in cash during the year for both revenue activities and capital activities.
***Comprehensive Income and Expenditure Statement* –** A statement recording day to day spending and income e.g. salaries, running costs etc. on all revenue services of the Authority.
***Contingent Asset* -** A possible asset that arises from a past event but whose existence will only be confirmed after an uncertain future event e.g. the outcome of a court case.
***Contingent Liability* -** A possible financial cost of a past event but which will only be confirmed by the occurrence of one or more uncertain future events e.g. the outcome of a legal case. Unlike a provision, no amounts are set aside in the accounts, only a note explaining the relevant facts.
***Creditor* -** Someone who is owed money for goods or services provided to the Authority.
***Current Assets* -** Assets that are short term and are liquid by nature i.e. cash, inventories, debtors.
***Current Liabilities* -** Liabilities that are short term (less than one year).
***Debt Management Office (DMO)* -** An executive agency of HM Treasury with responsibilities for debt and cash management for the UK Government, lending to local authorities (via the PWLB (see below) and managing certain public sector funds.
***Debtor* -** Someone who owes money for goods or services provided by the Authority.
***Depreciation* -** The notional reduction in value of assets due to their wear and tear in providing services to the Authority.
***Direct Revenue Financing* -** A contribution made from the revenue accounts during the financial year to help pay for capital projects.
***Financial Instruments* -** A collective name for investments, trade debtors, trade creditors and borrowings.
***Financial Year* -** This is the accounting period, starting on 1 April and finishing on 31 March in the following year. For 2019/2020, it runs from 1 April 2019 to 31 March 2020.
***Finance Leases* -** A method whereby capital assets are financed over a number of years by means of annual payments to a leasing company. The ownership of the asset by the Authority is deemed to have taken place at the start of the lease arrangement.
***Financial Instruments Adjustment Account* -** An account which is used to manage the loan interest charged to the Council Fund in accordance with IAS 32 & 39.
***Government Grants* -** Assistance by Government and inter-government agencies and similar bodies, whether local, national or international usually in the form of cash.

Glossary of Terms (continued)

Heritage Asset - A tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities held and maintained for its contribution to knowledge and culture.
Housing Revenue Account Income and Expenditure Account - This account contains all expenditure and income in relation to the Authority's Council Dwellings including Council Houses.
IAS - International Accounting Standard
IFRIC - International Financial Reporting Interpretations Committee
IFRS - International Financial Reporting Standards
Impairment - Impairments occur when non-current asset values change significantly due to changes in circumstances. They can occur if there is a significant change in a non-current asset's market value or significant physical damage e.g. fire. The cost of impairment is charged to the revenue account in the year it occurs.
Inventories - These are raw materials and consumables that are used in carrying out services e.g. bricks, nails, food, beverages etc. The values of these items which have not been used at 31 March are shown as current assets in the balance sheet.
Investments - These can be short-term (less than 1 year to maturity) or long-term (more than 1 year to maturity) and represent surplus funds of the Authority invested with third parties.
Levies - Levies are charges on the Authority by other public bodies / non-billing organisations to enable them to cover their costs in the performance of their services.
Minimum Revenue Provision (MRP) - A minimum annual charge that must be made to the revenue accounts to systematically reduce the principal element of loans which have been raised and used to pay for capital schemes.
Movement in Reserves Statement - A statement showing the in-year movement on all the different reserves held by the Authority.
National Non-Domestic Rates (NNDR) - Also known as the Business Rate, it is the charge occupiers of business premises pay to finance part of the Authority's revenue spending. The charge is based on the rateable value of the business premises.
Non-Current Assets - These are long term assets which are used for more than 1 year.
Non-Current Assets: Enhancement Expenditure - This is where capital expenditure on an asset does not alter the book value of the asset e.g. window replacement.
Operating Leases - A method of paying for the use of capital assets e.g. vehicles by means of annual payments to a leasing company over a number of years. The leasing company retains ownership of the asset during and at the end of the lease agreement.
Precepts - Precepts are levied on the Authority by non-billing organisations e.g. police, community councils to enable them to cover their costs in the performance of their services or duties.
Pension Current Service Cost - This represents the increase in the present value of a defined benefit obligation resulting from employee service in the year after netting off contributions from scheme participants.
Pension Gain or Loss on Settlement - This arises when the Authority enters into a transaction that eliminates all further legal or constructive obligations for part or all the benefits provided under the defined benefit plan.
Pension Liability (IAS 19) - This represents the indebtedness of the Authority in relation to the retirement benefits due to its employees, after allowing for the Authority's share of investments in the Pension Fund.
Pension Net Interest on the Defined Benefit Liability/Asset – This is the change during the year in the net defined benefit liability/asset arising from the passage of time.
Pension Past Service Cost – This represents the change in the present value of the defined benefit obligation for employee service in prior periods resulting from a plan amendment or curtailment.
Pension Reserve (IAS 19) - This reserve matches the pension liability and is charged with the gain or loss which arises when the pension fund Actuary revalues the assets and liabilities within the pension fund each year. It also ensures that the charge made to the Income and Expenditure Account under IAS 19 is replaced with the pension cost required to be made for Council Tax purposes.
Provision - A provision is an amount set aside in the accounts for a past event which is likely to incur a financial cost some time in the future.
Public Works Loans Board (PWLB) - This is a Government Agency which provides longer term loans to local authorities at preferential rates of interest.

Glossary of Terms (continued)

Related Party Transactions - These are disclosed to highlight any relationships that may exist between the Authority and third parties which may materially affect or influence the way the Authority or third parties are able to operate.
Reserves - Reserves 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 is used to record gains in non-current asset values as a result of formal revaluations.
Revenue Expenditure funded from Capital under Statute - This represents expenditure which does not result in, or remain matched with, assets controlled by the Authority.
Revenue Support Grant - This is the principal source of finance from Central Government towards revenue expenditure incurred for non-Council housing purposes.
Trust Funds - These are monies not belonging to the Authority that are administered by the Authority on behalf of third-party individuals or organisations.
Work in Progress - This represents the value of work done on unfinished projects at the date of the Balance Sheet (31 March).

Annual Governance Statement (continued)

1. Background

1.1 The Governance Framework comprises the systems, processes, culture and values by which the Council is directed and controlled and the activities through which it accounts to, engages with and leads the community.

1.2 The system of internal control is a significant part of that framework. The system of internal control is based on an ongoing process designed: -

- To Identify and prioritise the risks to the achievement of the Council's policies, aims and objectives.
- To evaluate the likelihood and impact of those risks being realised.
- To manage the identified risks effectively.

2. Scope of responsibility

2.1 The Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Council also has a duty under the Local Government Act 1999 and the Local Government Measure (Wales) 2009 to make arrangements to secure continuous improvement in the way in which its functions are exercised. Improvement is defined as having regard to a combination of strategic effectiveness, service equality, service availability, fairness, sustainability, efficiency and innovation.

2.2 The Well-being of Future Generations (Wales) Act 2015 places a duty on public bodies to carry out sustainable development in setting its objectives. To do this we have set and published Well-being Objectives including the steps we will take, and the resources we will need to deliver them. The Welsh Government is repealing the Local Government Measure with effect from May 2021, although the requirement to publish an Annual Report under the 2009 Measure is still required for 2020/21.

2.3 Audit Wales and the Future Generations Commissioner accept that public bodies will publish one set of objectives covering improvement and well-being and in doing so will meet the requirements of the 2009 Measure and Future Generations legislation. There is an expectation that the Corporate Plan, which encompasses the Well-being Objectives is reviewed annually.

2.4 In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

2.5 The Council 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'. The Code can be accessed through the link below.

PDF
Code of Corporate Governance.pdf

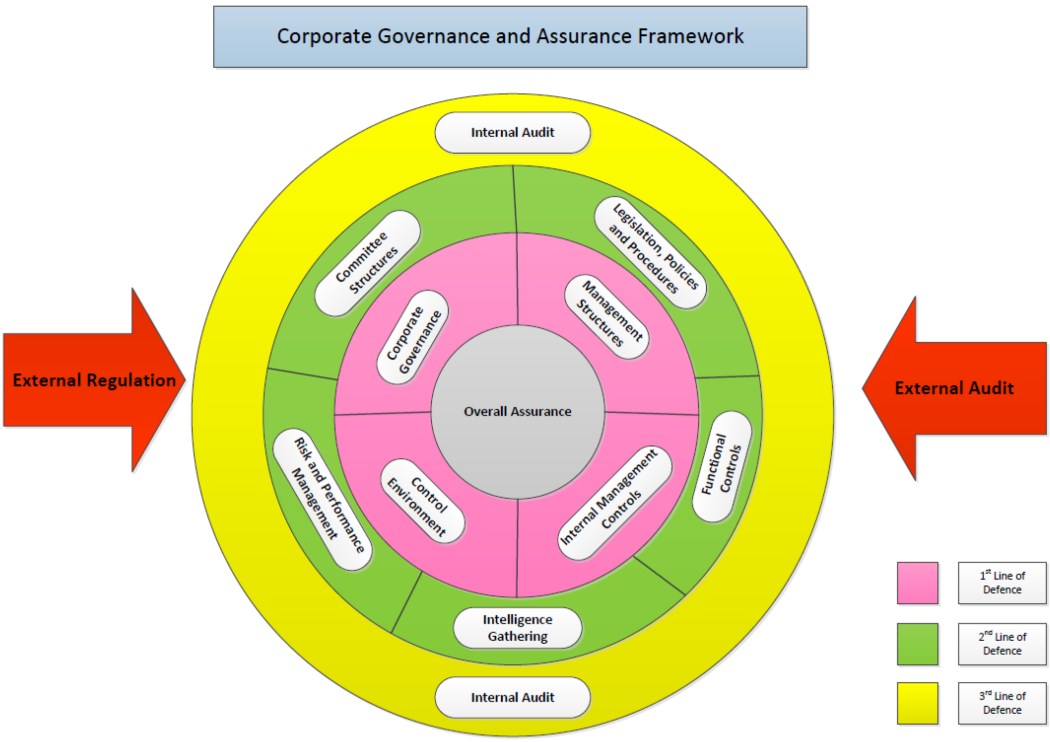
2.6 The Annual Governance Statement (AGS) explains how the Council has complied with the Code and meets the requirements of regulation 5(4) of the Accounts & Audit (Wales) Regulations 2014 in relation to the publication of a Statement on Internal Control.

3. The purpose of the governance framework

Annual Governance Statement (continued)

3.1 The governance framework comprises the systems, processes, culture and values, by which the Council is directed and controlled and the activities through which it accounts to, engages with, and leads the community.

3.2 During the 2016/17 financial year an Assurance Framework was produced as a diagrammatic representation of the governance and assurance processes that are in place. The Framework was endorsed by the Audit Committee in December 2016 and continues to be relevant. Its purpose is to provide clarity and understanding of the connections between functions and activities that enable the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.



3.3 The system of internal control is an integral part of the 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 Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

3.4 The governance framework has been in place at the Council for the year ended 31 March 2021 and up to the date of approval of the Statement of Accounts. However, as detailed in Section 5.2.10, the emergence of the Coronavirus (Covid-19) across the world posed significant and unprecedented challenges that impacted on governance, with some temporary arrangements being put in place in relation to decision-making to ensure that the Council was able to respond to the immediate needs of our communities.

4. The governance framework

Annual Governance Statement (continued)

4.1 The following paragraphs describe the key elements of the systems and processes that comprise the Council's current governance arrangements: -

4.1.1 ***Identifying and communicating the Council's vision of its purpose and intended outcomes for citizens and service users.***

- The Council's Corporate Plan (2018-2023), approved by Council on 17 April 2018, sets out the Cabinet's commitments, priorities, and Well-being Objectives. A copy of the Plan is available through the link below: -

Corporate_Plan_2018-2023.pdf

- The Well-being Objectives were informed by the information from the local assessment of well-being carried out by the Caerphilly Public Services Board (PSB). The Corporate Plan includes our well-being statement detailing why we chose our objectives and how they will be monitored and resourced. The Plan is reviewed on an annual basis to ensure its continued relevance and at its meeting on 28 October 2020 the Council's Cabinet endorsed the relevance and continuation of the Well-being Objectives contained within the Plan.
- Long-term outcomes and interim performance standards have been established for each Well-being Objective and progress is reported via the relevant Scrutiny Committees on a six-monthly basis.
- Through our chosen objectives we contribute to the high level strategic PSB Well-being Plan for the county borough area ('The Caerphilly We Want 2018-2023'). Our Corporate Plan follows the same planning cycle to ensure alignment and because it is based on the same data and community.
- The Council's Annual Report tells citizens and service users how we have performed against the Well-being Objectives, as required under the Well-being of Future Generations (Wales) Act 2015 and for the last time this year the Local Government Measure 2009.
- The Corporate Plan, PSB Well-being Plan and Annual Report are endorsed by Council and communicated via media release.
- The Council structures its communications programme around the Council's Well-being themes with planned activity aligned to the chosen objectives.

4.1.2 ***Reviewing the Council's vision and its implications for the Council's governance arrangements.***

- The Corporate Plan is regularly reviewed and refined to ensure we have employed the sustainable development principle to reflect our changing aspirations, at a local and national level. A yearly review is conducted and reported to Cabinet with the most recent report being considered and approved on the 28th October 2020.
- A performance management framework is established and is routinely reviewed to ensure it is fit for purpose. During the 2019/20 financial year a new performance framework was established (see Section 4.1.3 for more details), and this was approved by Cabinet on the 26 February 2020. The full implementation of this new framework was delayed due to the Covid-19 pandemic and was formally re-commenced from October 2020.
- The Council has used the information in the local assessment of well-being which identified the well-being needs and strengths of the area. The Council is a facilitating partner in the PSB and leads on the data assessment work. This data assessment is a regularly updated online form. We use this data to ensure we are supporting the economic, environmental, social and cultural well-being of the area.
- Following the local government elections in May 2017, the new Cabinet took the opportunity to review the existing Well-being Objectives alongside the results of the local assessment of well-being as noted earlier. This enabled the Cabinet to determine its five-

year plan. This approach was taken as part of the sustainable development principle to take a longer-term view, consider how we may improve well-being, how we integrate our activity with others, particularly through collaborating with partners on the PSB, and how we have involved our communities.

- Working in partnership requires collaborative planning, delivery, and governance to deliver a collective vision. As a statutory partner in the PSB the Council has contributed to the delivery of the Well-being Plan and is scrutinised in this activity by the dedicated Partnerships Scrutiny Committee.
- Delivering the well-being objectives of the Council has taken account of the statutory guidance for public bodies under the Well-being of Future Generations (Wales) Act 2015. The Council has updated its risk registers, planning tools, self-evaluation and reporting templates.
- The Council has continued to work on its transformation programme through the Team Caerphilly - Better Together Strategy and has developed a programme of ten corporate reviews to drive the change forward. These have been developed in the light of engagement with staff and the learning from the changed working practices brought about by the Covid-19 pandemic and the reviews were agreed by Cabinet on 22 July 2020. The Council has reviewed the wider implications of Covid-19 on communities and has implemented a Strategic Recovery Framework to help communities overcome the worst effects of the pandemic, adopted by Cabinet on 30 September 2020. A new Well-being and Place-shaping Framework was also adopted by Cabinet on 24 February 2021.
- The governance arrangements for the transformation programme include a Programme Coordination Group and the Programme Board.

4.1.3 ***Measuring the quality of services for users, ensuring they are delivered in accordance with the Council's objectives and ensuring that they represent the best use of resources.***

- A new performance framework has been established, which was approved by Cabinet on the 26 February 2020. Although it has full usage within the organisation as mentioned above the full implementation into the member arena of this new framework was delayed due to the Covid-19 pandemic and was formally rolled out from October 2020. The Council's new performance framework has a number of component parts: -

    - Corporate Performance Assessment (CPA).
    - Directorate Performance Assessments (DPAs).
    - Service Planning.
    - Risk Management.
    - MyTime Extra.

- **Corporate Performance Assessment (CPA)** - The CPA dashboard is used by the Corporate Management Team (CMT) and Cabinet to monitor the Council's progress in delivering its strategic priorities, identifying and challenging areas of underperformance and discussing and agreeing any remedial actions that may be required. The dashboard provides a graphical and easily accessible overview of: -

    - Progress against CMT priorities, Directorate Management Team (DMT) priorities, Wellbeing Objectives, and the Team Caerphilly transformation programme.
    - Budget position (over / underspend) by Directorate.
    - Corporate risk position.
    - Sickness absence position by Directorate and Service.
    - Workforce position (starters and leavers).
    - Complaints and compliments received by Directorates.
    - Public Accountability Measures.
    - Freedom of Information requests received and compliance.

- The CPA dashboard is reviewed by CMT on a quarterly basis as well as being presented twice-yearly to Cabinet. While the dashboard itself offers a rich insight, it is the quarterly discussion at CMT that enables constructive challenge and ultimately improvement activity to be agreed.

- **Directorate Performance Assessments (DPA's)** - The CPA dashboard is underpinned by a more detailed set of Directorate Performance Assessment (DPA) dashboards. DPAs provide Directorate Management Teams with a range of data to keep progress under review, drive performance improvement and manage resources, intelligence and risks. Information in the DPA dashboards is grouped as follows: -

    - Overall summary of the quarter.
    - Progress on Directorate priorities.
    - Performance data.
    - Customer intelligence.
    - Resources – financial, workforce and assets.
    - Risk Register.
    - Well-being Objectives.
    - Lessons learned.
    - Conclusion.

- The DPAs are received by Directorate Management Teams on a quarterly basis providing opportunities to account for progress, challenge performance and agree improvement activity. The DPA's are shared with relevant Scrutiny Committee's twice-yearly.
- The new framework is different from the previous process by joining a wide range of different information in the one place to form an overall self- assessment of the Directorate. This provides a "single source of the truth" and makes it easier to identify reasons for self-assessment learning and judgements.
- **Service Planning** – The approach to service planning centres on a Directorate service planning workshop which takes place in February each year, if required by the relevant Director.
- In advance of the workshop, Heads of Service are tasked with working through a set of questions with their staff to identify key priorities and targets for the year ahead; recognise service contributions to the wellbeing objectives; propose measures of success; and define potential risks.
- The final output is transposed into the DPA and CPA dashboards for quarterly review. The outputs are also incorporated into the MyTime Extra review process as well as being published and distributed as a booklet to staff from across the service.
- Where services have existing mechanisms in place for setting priorities (for example Education have robust processes that meet ESTYN requirements), they will populate the DPA dashboards with the relevant information before the beginning of the financial year.
- **Risk Management** - The monitoring of risk is now embedded within the CPA and DPA dashboards rather than existing as a standalone document. As such, risks are monitored quarterly by Corporate Management Team and Directorate Management Teams with risk levels and mitigating actions being discussed and agreed.
- The CPA contains the organisation's 'high level risks' and is owned and updated by CMT. DPAs contain Directorate as well as CMT risks. The Council's risk position continues to be reported twice-yearly to the Audit Committee.
- **MyTime Extra** – The Council has implemented a replacement for the Personal Development Review (PDR) process for all staff. The new approach which will still be undertaken formally on an annual basis, MyTime Extra, has been rolled out across the Council, albeit that there have been delays due to the ongoing impact of Covid-19. The new approach is based on a set of principles to support annual meetings with staff to explore what has gone well and not so well and to set goals and priorities for the following year. The concept has been introduced as part of the Team Caerphilly transformation programme. The annual discussion enables staff to reflect on their prior year achievements, discuss any learning that has emerged, define their contribution to the service objectives defined at service planning workshops, and to explore their training and development needs. MyTime Extra enables a specific link to be made between the work of the individual and the priorities of the organisation.

- The Council's performance framework as set out above provides Cabinet, Scrutiny Committees, CMT and DMTs with a regular and embedded mechanism for monitoring progress, managing performance, and driving improvement. The dashboards provide a 'single source of the truth', enable key aspects of performance to be discussed, actions to be agreed and learning to be generated. The ability to specifically link individual contributions to organisational goals provides a platform for every employee to understand how they fit and to be recognised for the part they play in delivering the Council's objectives.
- The Council also conducts a "household survey" every two years. This measures citizens' perception of the quality of services. The household survey was due to be carried out again during 2020 but was delayed due to Covid-19. The survey took place over the Christmas period 2020 and ended in January 2021. It supported the ongoing Caerphilly Conversation and the Consultation and Engagement Framework 2020-2025, adopted by Cabinet on the 26th February 2020. The results have been used in refining the transformation corporate reviews. As it is the first such survey since 2017 its results will also inform the next review of the Corporate Plan.

4.1.4 ***Defining and documenting the roles and responsibilities of the executive, non-executive, scrutiny, and officer functions, with clear delegation arrangements and protocols for effective communication.***

- The Council's Constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that these are efficient, transparent and accountable to local people.
- Policy and decision-making is facilitated through the Cabinet supported by a framework of Statutory and Scrutiny Committees. Delegated decisions made by authorised senior officers, under the scheme of delegation, are posted on the intranet, when appropriate. The CMT has no collective decision-making powers.
- The Council's Constitution is a living document and is reviewed and refreshed on a regular basis to reflect current legislation and working practices. In addition to the Annual Report presented to the Annual Meeting of Council each May, ad hoc reports are presented to Council in relation to any proposed changes to the Constitution. In addition, Members approved that overseeing the Constitution should be added to the terms of reference of the Council's Democratic Services Committee.
- Various guidance notes for officers have been prepared to sit alongside the Council's Constitution and training has been rolled out. The documentation is available on the corporate governance pages on the Council's intranet. These arrangements have now been formally embedded within the Council's governance arrangements.
- As detailed in Section 5.2.10, the emergence of Covid-19 resulted in some temporary arrangements being put in place during 2020/21 in relation to decision-making to ensure that the Council was able to respond to the immediate needs of our communities.
- Moving forward, one of the ten corporate reviews being undertaken as part of the Team Caerphilly transformation programme will focus on decision-making. The review will seek to ensure that: -
  - Governance arrangements are in place that keep us safe while supporting modern ways of working.
  - Cabinet decision-making arrangements focus appropriately on Council-wide strategic issues.
  - Scrutiny Committees focus Committee time on Council wide strategic issues aligned to the Cabinet Forward Work Programme.
  - Delegated Decision-Making capability is introduced for individual Executive Members as well as Directors with appropriate thresholds and safeguards in place.

4.1.5 ***Developing, communicating and embedding codes of conduct, defining the standards of behaviour for members and staff.***

- The Council's Constitution contains formal codes of conduct that articulate the standards of ethical behaviour that are expected from both elected members and officers. These incorporate procedures for the disclosure of personal interests and offers of gifts and hospitality.

- Both members and officers are made aware of the personal conduct and disclosure requirements and they are available for reference on the Council's intranet.
- All declarations of member gifts and hospitality are reported to the Council's Standards Committee. For officers a quarterly update is given to the Council's Audit Committee.
- The Council is developing a Workforce Development Strategy and one of the actions arising from it will be to review management and leadership learning and development requirements and opportunities to ensure current and future managers and leaders have the necessary skills to deliver the vision of the Team Caerphilly transformation strategy.
- Customer Services standards have been introduced as standards of behaviour adopted by the Council that all staff should be adhering to.

4.1.6 ***Reviewing and updating standing orders for contracts, financial regulations, a scheme of delegation and supporting procedure notes / manuals, which clearly define how decisions are taken and the processes and controls to manage risks.***

- The Monitoring Officer in conjunction with senior officers and members undertakes periodic reviews of the Council's Constitution including reviewing Standing Orders for Contracts, Financial Regulations and the Scheme of Delegation to ensure that current practices and legislation are reflected.
- The standard member reporting procedure requires a consideration of risk for all significant decisions. This is also underpinned by a robust structure and system for identifying and evaluating all significant business risks at both corporate and operational levels, the key elements of which are a Corporate Risk Register, Directorate Risk Registers and Service Level Risk Assessments. These are all key elements of the new performance framework that was approved by Cabinet on the 26 February 2020.
- The Council has a formally agreed Risk Management Strategy which was endorsed in 2013. This strategy was reviewed and updated with a report being presented to Cabinet on the 7 June 2017, followed by the Audit Committee on the 17 October 2017.
- Given the scale of Council's ongoing transformation programme and the challenges presented by the recovery from the Covid-19 pandemic, it is now considered timely for a further review of the Risk management Strategy to be undertaken. This review will be completed during the 2021/22 financial year.
- The Corporate Risk Register is reported to the Audit Committee twice-yearly, with CMT providing quarterly updates through the CPA. Cabinet also receives mid-year and year-end updates as part of the Corporate Performance Assessments.

4.1.7 ***Undertaking the core functions of an audit committee, as identified in CIPFA's Audit Committees – Practical Guidance for Local Authorities.***

- The Council has appointed an Audit Committee whose terms of reference comply with CIPFA guidelines. These extend to monitoring and reviewing the adequacy of the governance framework.
- The committee has been renamed from April 2021 as the Governance and Audit Committee in line with the requirements of the Local Government and Elections (Wales) Act 2021.
- Training for new members of the Audit Committee and refresher training is carried out periodically and at least twice in a Council term. Ad-hoc training is provided as required or where specific needs have been identified.
- The Terms of Reference are reviewed annually and are updated. The latest review was completed in February 2021 and reported to the Audit Committee on the 19 March 2021.

4.1.8 ***Ensuring compliance with relevant laws and regulations, internal policies and procedures and that expenditure is lawful.***

Annual Governance Statement (continued)

- The Council aims to ensure compliance with established policies, procedures, laws and regulations through a variety of mechanisms, including the following: -
  - Corporate Management Team.
  - Directorate Management Teams.
  - Heads of Service.
  - Head of Legal Services & Monitoring Officer.
  - Head of Financial Services & S151 Officer.
  - Senior Information Risk Owner (SIRO).
  - Data Protection Officer.
  - Internal Audit.
  - External Audit.
  - Performance Management Framework.

- The Head of Legal Services & Monitoring Officer and the Head of Financial Services & S151 Officer routinely attend each formal meeting of the Corporate Management Team and they also attend all Cabinet meetings. Furthermore, the standard committee reporting procedure and report template requires these Officers to examine reports to the Executive for compliance with legal and procedural issues. The report template also includes a section on financial implications which is reviewed by the Head of Financial Services & S151 Officer.
- In addition to the above, the Council has a Deputy Monitoring Officer and a nominated Finance Manager will represent the Head of Financial Services & S151 Officer when required. This ensures that adequate cover for these roles is in place during periods of sickness absence or annual leave.

4.1.9 ***Arrangements for whistle blowing and for receiving and investigating complaints from the public.***

- The Council has in operation a widely publicised Whistleblowing Policy, which forms part of the Council's Constitution. This is overseen by senior officers within the Council and reported to the Council's Standards Committee on an annual basis.
- The Council also operates a formal Corporate Complaints Procedure, which has been widely publicised.
- The Audit Committee has continued to play a more proactive role in monitoring the level of complaints and the procedures that are in place, with reports being presented periodically. In addition, individual Scrutiny Committees may receive reports on complaints when requested.
- There are a number of avenues for members of the public to report concerns, complaints and other matters.
- One of the corporate reviews currently underway includes a review of complaints handling, with the aim being to ensure consistency across the Council together with the consideration of the introduction of a centralised complaints logging system.

4.1.10 ***Identifying the development need of members and senior officers in relation to their strategic roles, supported by appropriate training.***

- Formal induction programmes and training and development plans are in place for members. Where identified through the staff appraisal process, senior officers participate in management development training.
- It had previously been recognised that the induction and training of members was sporadic in respect of some committees. In order to address this issue Council approved the implementation of a new, more focused training regime for members which includes the identification of certain aspects of training as mandatory.
- A training needs analysis is carried out every 18 months by Democratic Services to help members identify their own development needs and a training programme is then put together as a result of the analysis.

Annual Governance Statement (continued)

- The Council has previously undertaken a successful senior member development programme, which was a training framework for members who hold or aspire to hold senior office.
- A review of induction arrangements for officers is being undertaken as this area can be improved. Although some progress has been made with developing an I.T. solution, this is still in progress and needs review in line with the impact of the GDPR.
- As mentioned in Section 4.1.5 leadership and development competencies are being reviewed to identify effective behaviours that are needed to deliver the vision of the Team Caerphilly transformation strategy, and the skills and values required from all staff. A new fixed-term Principal Human Resources Officer has been appointed to assist with this work.

4.1.11 ***Establishing clear channels of communication with all sections of the community and other stakeholders, ensuring accountability and encouraging open consultation / engagement.***

- The Council formally adopted a new three-year Corporate Communication and Engagement Strategy in 2019 which clearly defines the way the organisation communicates with staff, residents, partners and other key stakeholders across the county borough. The Council is increasingly using digital channels in its communication and engagement activity. However, we are mindful of the needs of all residents, so will continue to adopt a mixed approach using both digital and traditional platforms.
- Details of current and recent consultations (including links to live consultation documents / surveys and reports relating to completed consultations) are available on the Council's website.
- Extensive consultation / engagement is undertaken annually in relation to the budget setting process. Guidance exists to ensure that all efforts are made to engage with groups with protected characteristics.
- In addition, in February 2020 the council adopted its Consultation and Engagement Framework, setting out a series of high-level principles which build upon the way the Council engages with its citizens and supports enhanced consultation and engagement activity across communities. The framework complements the principles within the Corporate Communication and Engagement Strategy and also has clear links to the Council's Team Caerphilly transformation strategy. The framework's intentions are: -

    - To highlight the continued importance of effective consultation and engagement and the clear strategic link to the decision-making process.
    - To demonstrate the key role that engaged, empowered communities have in supporting the future proofing of Council services.
    - To provide a clear definition of engagement and explain the 'Spectrum of Engagement'.
    - To outline the principles and standards that underpin meaningful engagement and consultation.

- The framework is very much intended to further build on the national consultation and engagement principles and standards that the Council already operates within.

4.1.12 ***Incorporating good governance arrangements in respect of partnerships and other group working as identified in the CIPFA Framework "Delivering Good Governance in Local Government" and reflecting these in the Council's overall governance arrangements.***

- The Council has adopted a partnerships and collaborations framework which specifies the minimum governance requirements in respect of all the Council's partnerships and the enhanced requirements in respect of its key partnerships.
- In addition, the framework sets out the requirements for creating new partnerships and collaborations and importantly includes the arrangements for disbanding and exiting arrangements**.**

Annual Governance Statement (continued)

- The Council maintains details of all current partnerships and collaborations; this is reviewed and updated bi-annually and reported to the Corporate Governance Review Panel and Audit Committee periodically.
- The Council has long-standing partnership arrangements with the third sector and has enshrined these in its joint agreements. In 2013 this agreement brought in the PSB partners, third sector organisations, Community and Town Council's and the Caerphilly Business Forum. The Third Sector Partnership Agreement has been updated to align with the PSB's Well-being Plan, "The Caerphilly We Want 2018-2023" and was signed by all PSB organisations in July 2019.

5. Review of effectiveness

5.1 The Council 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 Corporate Governance Review Panel (which has responsibility for the development and maintenance of the governance environment), the Internal Audit Manager's annual report, and comments made by the external auditors and other review agencies and inspectorates. The review covers all significant corporate systems, processes and controls, spanning the whole range of the Council's activities, including in particular those designed to ensure:-

- The Council's policies are put into place.
- Laws and regulations are complied with.
- Required processes are adhered to.
- Performance and financial statements and other published information are accurate and reliable.
- Human, financial, data/information and other resources are managed efficiently and effectively.
- Services are delivered efficiently and effectively.

5.2 The following paragraphs describe the processes that have been applied in maintaining and reviewing the effectiveness of the Council's governance framework.

5.2.1 ***Corporate Level Review***

- A Corporate Governance Review Panel has been established to oversee the compilation of the Annual Governance Statement. Membership of the Panel is as follows: -
  - Corporate Director for Education & Corporate Services (Chair).
  - Head of Financial Services and S151 Officer.
  - Head of Legal Services & Monitoring Officer.
  - Interim Head of Transformation.
  - SIRO/Head of Customer & Digital Services.
  - Internal Audit Manager.
  - Cabinet Member for Finance, Performance & Customer Service.
  - Chair of Governance & Audit Committee.

5.2.2 ***Directorate Level Review***

- The Council adopts Directorate Assurance Statements requiring members of the Corporate Management Team to review the operation of a range of governance systems and procedures within their service areas, and to indicate whether there are any significant non-compliance issues. These are analysed by the Corporate Governance Review Panel to ascertain whether there are any common areas of concern, and if so, whether these constitute significant governance issues and as such need to be included in the Annual Governance Statement.

- The new performance management framework has resulted in the introduction of Directorate Performance Assessments (DPA's) as detailed in Section 4.1.3.

5.2.3 ***Scrutiny Committees***

- The Council has Scrutiny Committees which meet in public and make recommendations on the improvement and development of policies and hold the Executive and officers exercising delegated powers to account for their decisions.

5.2.4 ***Governance & Audit Committee***

- The Council has appointed an Audit Committee whose terms of reference comply with the latest CIPFA guidelines. These extend to monitoring and reviewing the adequacy of the governance framework
- Periodic ad-hoc training and development sessions are held for members of the Audit Committee to ensure that they are equipped with the knowledge required to effectively undertake their roles.
- The name of the Committee changed to the Governance and Audit Committee from April 2021 in line with the requirements of the Local Government and Elections (Wales) Act 2021. Revised terms of reference were agreed by the Committee on the 19th March 2021.

5.2.5 ***Standards Committee***

- The Council has appointed a Standards Committee in accordance with the provisions of the Local government Act 2000 and associated regulations. Its terms of reference are set out in the Council's Constitution.

5.2.6 ***Business Improvement Team (BIT)***

- The Business Improvement Team (BIT) is responsible for implementing and maintaining the Council's new performance management framework. The Team supports and challenges the Council as a whole, and individual services, to continuously improve through the use of relevant data and also being part of a new programme of service reviews that are being undertaken as part of the Team Caerphilly – Better Together transformation programme.
- The BIT is part of the Council's Service Improvement and Partnership Unit which includes Policy, Equalities, Welsh Language and voluntary sector support. This has strengthened our approach to performance management by reinforcing the links to our policy and planning activities. It has enhanced our ability to respond to the requirements of the Well-being of Future Generations (Wales) Act 2015 in terms of having a lead role within the Public Services Board (PSB), demonstrating our own contribution to the well-being goals for Wales, delivering our Well-being Objectives, and embedding the sustainable development principle.
- The BIT also works with the council's external auditors to co-ordinate audit and inspection.

5.2.7 ***Information Governance***

- The Council's Information Governance structure continues to provide assurance that information is used appropriately and kept securely.
- The Head of Customer & Digital Services is the Council's Senior Information Risk Owner (SIRO), and the Procurement and Information Manager is the Deputy SIRO.
- The SIRO's role is to assure the Council's information through implementation of the Information Risk Management Policy.
- During 2019/20 we updated the process for Heads of Service, as Information Asset Owners, to submit half-yearly information risk returns to the SIRO. The new process provides the SIRO with enhanced visibility to ensure risks are reported appropriately,

measures to reduce risk are effective across all services, and information risk management is embedded into the culture of the organisation.

- The Data Protection Officer (DPO) required by Article 37 of GDPR is the Information Governance Manager. This post provides DPO reports to CMT via the SIRO and the relevant Cabinet Member quarterly. In addition, to respond to increasing cyber security risks, regular updates on cyber security are now provided to CMT for their consideration, which has resulted in the Chief Executive raising awareness of this key risk amongst all staff and elected members. The post also fulfils the DPO function for all of the Council's schools via a Service Level Agreement and works closely with Legal Services via the Exemption Panel.
- A network of Information Governance (IG) Stewards within each Service Area assist Heads of Service in assuring their information by communicating key messages on IG policies and training and developing and maintaining a GDPR compliant Record of Processing Activities via Information Asset Registers and Privacy Notices. A fixed-term Information Governance Compliance Officer was recruited in March 2021 for one year to address any identified gaps in the Council's data protection compliance.
- During 2019/20 the Information Security function was moved under the remit of Information Governance, providing an opportunity for management of data protection and IT security via one team, as well as an independent overview of the Council's IT systems.
- Attention has turned to encouraging effective records management practices across the Council including during the set-up of new technologies. This will ensure records repositories are well managed to encourage services to make the best use of Council data.
- Sound records management, especially of electronic formats, will also help to address growing demands of information rights requests whilst staff Council-wide work in an agile way. Increasing request numbers, office access restrictions due to Covid, and redeployment of staff across the organisation to address Covid has led to a large backlog of information requests. The potential to automate aspects of information requests is being explored, alongside other measures to manage the volumes of requests received.
- During the 2021/22 financial year priorities will include continuing to improve the content, governance and security of records, and developing a cyber-security strategy to build on staff, management and elected member awareness , particularly when staff are working remotely/agile, and to plan our response in the event of an attack.

5.2.8 ***Internal Audit***

- Internal Audit Services is responsible for monitoring the quality and effectiveness of the system of governance and internal control. A risk-based Internal Audit Plan is produced each financial year. The reporting process for Internal Audit requires a report of each audit to be submitted to the relevant Directorate. Each report includes recommendations for improvements and an agreed management action plan. The process includes follow-up reviews of agreed recommendations to ensure that they are acted upon.
- Following recommendations in the external auditor's annual ISA260 reports the role of Internal Audit and the contribution made towards the overall governance framework continues to be reassessed. This process is evolving and developing over time in line with the needs of the organisation and will embrace the principles promoted within the Public Sector Internal Auditing Standards (PSIAS).
- During 2017/18 the Internal Audit Section's conformance with the Public Sector Internal Audit Standards (PSIAS) was subject to external peer review which determined that with the exception of a few minor issues the Section was compliant. A new review cycle has now been entered and plans are in place for a further external review to take place in 2022/23.
- The Covid-19 pandemic has impacted on the work of Internal Audit Services during the 2020/21 financial year. The audit programme was temporarily suspended in April 2020 with some staff being redeployed to support the Track, Trace and Protect (TTP) service and some staff providing financial support to the Caerphilly Buddy Volunteer Shopping Scheme. This left a minimum core of Internal Audit staff to provide advice and guidance on good practice and amendment of control processes to adapt to Covid-19 new ways of working. In addition, there were a number of Internal Audit team members who left the

Annual Governance Statement (continued)

Council's employment in 2020/21 due to retirement or resignation. The Head of Financial Services & S151 Officer has been fully appraised of these issues and during the second half of the financial year an Internal Audit Services Audit Plan was established and approved, prioritising high risk financial systems. This together with the previous knowledge and experience gained from historical audits of these areas have contributed to the overall assurance in order to support the Internal Audit Annual Opinion for 2020/21.

- The Acting Internal Audit Manager has concluded for the year 2020/21 that overall, the Council's systems and control procedures are effective.

5.2.9 ***External Audit***

- The Council receives Audit Wales' reports on the annual statement of accounts, and other areas such as financial management and the financial position, performance management, risk management and governance.
- In January 2021, Audit Wales issued its Annual Audit Summary for Caerphilly County Borough Council, which is available through the link below: -

Annual Audit Summary 2020.pdf

- In May 2021, Audit Wales issued its report 'Delivering Good Governance – Caerphilly County Borough Council'. Initially it was planned that this report would be based on a review that would answer the question '**Is the Council improving its governance arrangements so that they support its transformation agenda'**? However, for reasons set out in the report, Audit Wales instead focused more narrowly on the robustness of the Council's arrangements for the delivery of its Transformation Strategy.
- Overall, the report found that aspects of the Council's arrangements are not yet sufficiently well developed to support the increasing scale of the Council's wide-ranging transformation programme. The report included five matters for consideration and an action plan has been developed setting out how the Council will respond to these matters.
- The Audit Wales report and the Council's Action Plan are available through the following links: -

Audit Wales Report - Delivering Good G

Delivering Good Governance - CCBC A

- In July 2021, Audit Wales published a report on its financial sustainability assessment of Caerphilly County Borough Council. Overall, the report concludes that the Council continues to have a strong financial position, although its current medium-term financial plan is underdeveloped. The report is available through the link below: -

CCBC Financial Sustainability Assess

- The report contains three proposals for improvement linked to strengthening medium-term financial planning, setting the annual revenue and capital budgets, and defining the financial benefits arising from the Council's Transformation Programme.
- The proposals for improvement have been accepted by the Council and align with the outcomes already agreed for the Sustainable Financial Planning Review, which is one of ten corporate reviews established as part of the Council's Transformation Programme.

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5.2.10 ***Extraordinary events – Coronavirus (Covid-19)***

- The emergence of the Coronavirus across the world posed a significant and unprecedented challenge to our way of life and the way in which the Council has provided services during the year.
- In response to the pandemic the Council refocussed, repurposed and reshaped its priorities and how it works within a very short timescale. This has ensured that we were best placed and equipped to respond to the immediate needs of our communities.
- The lockdown restrictions initially made it impractical to convene any political decision-making meetings so decision-making was temporarily transferred to the Chief Executive in accordance with Part 3 of the Council's Constitution for the period 24 March 2020 to 17 June 2020. Urgent decisions made by the Chief Executive were posted on the Council's intranet following consultation with the Leader and/or Cabinet and were subsequently reported to full Council for information on 6 October 2020.
- The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 have introduced several changes to the mechanisms and regulations attached to Council decision-making functions. The Welsh Local Government Association (WLGA) issued a guidance note on the regulations for Councillors on 23 April 2020, which has been distributed to all members. Some of the key components of the guidance are: -

  - **Remote attendance** - All members can remotely participate in meetings. This applies to meetings held before 1 May 2021. Audio participation is all that will be required. Members have been provided with appropriate equipment and training to enable them to participate in remote meetings.
  - **Annual Meetings** - If a Council has not held an annual meeting after 1 March 2020 or before 22 April 2020 then the annual meeting can be held on any date in 2020. The Council's annual meeting was held on 3 September 2020.
  - **Other meetings** - Other meetings that would normally be required to be held at specific times in the Council calendar can now be held at any time before 1 May 2021.
  - **Summonses to meetings** - Members can now be summoned to meetings through electronic communication.
  - **Public attendance** - Due to the public health risks, public and press attendance at meetings is no longer required. However, if practicable, public viewing or listening of any meetings should be arranged. The Council initially recorded meetings of Cabinet and the Planning Committee using Microsoft Teams, with the recordings subsequently being made available on the Council's internet. This has now been rolled out to a wider range of meetings and we are also exploring the potential for the live streaming of meetings moving forward.
  - **Meeting papers** - A note of meeting proceedings should be published electronically within 5 days of the meeting being held. This note should include a list of attendees, declarations of interest, any decisions taken (except exempt items) and the outcomes of any votes.
  - **Executive decisions** - When a decision is taken by the Executive any written statements or reports relating to the decision should be published on the Council's website.
  - **Flexibility** - The WLGA guidance also references the fact that whilst the new regulations allow greater flexibility around managing Council business, Council resources and staff have been refocused and reprioritised to respond to the Coronavirus pandemic, and that Members should bear in mind that meetings are only likely to be held to take decisions on urgent and business critical issues until the pandemic subsides.

- The Council has worked towards bringing decision-making back online in a sensible, practical and manageable timeframe. Two of the key considerations in delivering this timetable were the availability of the technology to support remote decision-making and the extensive training and development programme that was required to ensure that every elected member can participate fully.
- The Council has incurred significant additional costs due to the pandemic and has lost

Annual Governance Statement (continued)

income in several key areas. The key areas where additional expenditure has been incurred include Social Care, the provision of Personal Protective Equipment (PPE), Information Technology, the establishment of Community Hubs for childcare provision and Free School Meals.

- The main areas where income loss has been experienced include Leisure Centres, Tourism Venues and School Catering. Council Tax collection rates have also been adversely affected by the economic impact of the pandemic.
- During the 2020/21 financial year the Welsh Government provided a significant financial support package through the Covid-19 Hardship Fund and a range of other specific grants to help Local Authorities manage the impact of additional costs and income losses, with the Council receiving circa £32.8m. The Welsh Government has also committed to further financial support through the Covid-19 Hardship Fund for 2021/22 to deal with the ongoing impact of the pandemic.
- At its meeting on 1 July 2020, Cabinet endorsed a recommendation in the 'Provisional Outturn for 2019/20 Report' to transfer £2.713m into an earmarked reserve to meet potential unfunded additional costs arising from the Covid-19 pandemic.
- Clearly, the virus will remain with us for some time yet and the resilience of the organisation and our communities must be ensured and protected throughout.
- At its meeting on 30 September 2020 the Cabinet approved a Strategic Framework for Recovery setting out our strategic aim for recovery from the pandemic together with a set of underlying principles and values through which our recovery work will be guided.

5.3 Review Outcome

- The Council's governance arrangements are regarded as generally fit-for-purpose and are in accordance with the governance framework. The Council is committed to maintaining and improving the governance framework and resources are prioritised for this.
- As mentioned in paragraph 5.2.9, in April 2021 Audit Wales issued its report 'Delivering Good Governance – Caerphilly County Borough Council'. The report included five matters for consideration and an action plan has been developed setting out how the Council will respond to these matters.
- A further matter to report that emerged during the 2019/20 financial year is the actions of the former Leader of the Council who bought shares in a company that was in a contract with the Cardiff Capital Region. The councillor reported a possible breach of the members' code of conduct to the Public Services Ombudsman for Wales, who investigated the issue and referred the matter to the Adjudication Panel for Wales earlier this year to make a determination. The Panel has now concluded that the former Leader of the Council breached the council's Code of Conduct and that he should be suspended from being a councillor for a period of 5 months. The Panel's report is available through the link below: -

  Adjudication Panel for Wales Report.pd

- Another issue to report from previous years is an investigation in the Council's Waste Service into irregularities with the working practices of operatives and potential weaknesses in respect of contract management. The investigation concluded during 2020/21 and a number of staff have been dismissed with several more being subject to disciplinary action. An action plan has been produced and more robust management/supervisory practices have been introduced. An internal waste review is also underway, but timescales have been affected by the Covid-19 pandemic as the service has focussed on delivering high priority waste collection services. A draft outline of a proposed Waste Strategy was completed at the end of June 2021. Further work on the development of this strategy will continue throughout 2021/22.

Annual Governance Statement (continued)

- The 2019/20 Annual Governance Statement identified three areas, listed below, where improvements could be made to strengthen existing processes and procedures during 2020/21. Progress has been monitored and reviewed during the year and an update is provided below: -

1. **Ensure that the new performance framework approved by Cabinet on 26 February 2020 is fully embedded and operating effectively.**

   Update - As set out above at 4.1.3 the new performance framework, although delayed due to the pandemic, is now operational.

2. **Work with Audit Wales to complete the self-evaluation of the council's governance arrangements that commenced during the 2019/20 financial year.**

   Update – The joint work to evaluate the council's governance arrangements has concluded and the Audit Wales 'Delivering Good Governance – Caerphilly County Borough Council' report was issued in May 2021. The report includes five matters for consideration and an action plan has been developed setting out how the Council will respond to these matters.

3. **Continually monitor the impact of the ongoing Covid-19 pandemic to ensure that our governance and financial management systems are robust and able to respond flexibly to emerging issues.**

   Update – The Council responded well to the immediate challenges posed by Covid-19. A Strategic Framework for Recovery has been approved by Cabinet and we are also now focussing on the ten Corporate Reviews under our transformation programme that will shape the way we provide services to our communities in the future.

   The Council is aware of the requirement to adopt the CIPFA Financial Management Code, which is designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. The Code operated in shadow/pilot format during the 2020/21 financial year and becomes fully adoptable in 2021/22. The Council has identified that one of the key elements of demonstrating compliance with the Code will be the need to ensure that a robust multi-year Medium-Term Financial Plan is in place consistent with sustainable service plans. This aligns closely with the proposals for improvement in the Audit Wales Financial Sustainability Assessment report and the work that is already underway in relation to the Council's Sustainable Financial Planning corporate review and the wider transformation programme.

- The review of the Council's governance arrangements operating throughout 2020/21 has highlighted four areas where steps will need to be taken to ensure that sound governance arrangements are in place and are fit-for-purpose to deal with emerging issues: -

1. **The Council's Risk Management Strategy will be reviewed and updated as appropriate.**

Annual Governance Statement (continued)

2. **We will ensure that the Council's ability to mitigate cyber risk is effective given the escalating global threats. This will include the development of a Cyber Security Strategy.**

3. **We will implement the action plan to address the five key matters for consideration included in the Audit Wales report 'Delivering Good Governance – Caerphilly County Borough Council'.**

4. **We will address the proposals for improvement in the Audit Wales report 'Financial Sustainability Assessment – Caerphilly County Borough Council' through our ongoing Sustainable Financial Planning corporate review.**

- 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 issues identified during the review process and we will monitor their implementation over the coming months.

Signed:-

Philippa Marsden	**Dave Street**
Leader of the Council	**Acting Chief Executive**