

Report and Financial Statements Year ended 31st July 2019

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Strategic Report

1. NATURE, OBJECTIVES AND STRATEGIES

The Council present their report and the audited financial statements for the year ended 31 July 2019.

Since its establishment in 2015, Addysg Oedolion Cymru | Adult Learning Wales has firmly established itself as the National Community College, serving the adult population of Wales with inspirational, life-changing learning opportunities.

Drawing on our strong partnerships, our vision sees us at the forefront for growth in lifelong learning, prioritising opportunities for those who are hardest to reach, empowering and upskilling people and delivering equal access to Welsh medium provision. We are committed to supporting health and wellbeing initiatives, developing strong resilient communities and promoting active democracy.

Change to our membership sees great improvements in meeting our strategic aims as a National Community College and democratic Movement to empower our supporters to inspire learning opportunities throughout communities in Wales. It is an area which we are determined to nurture and develop to strengthen our future and widen our reach to more learners, particularly those who are disadvantaged.

Alongside this, we are working within a continually challenging economic environment, where reliance on public funding alone is unsustainable. The labour market is changing fast in Wales and there is a need for people to learn new skills, particularly those associated with digital technologies. The landscape requires us to work collaboratively and demonstrate intelligent business efficiency in order to expand our reach and promote the value of adult community learning. Enabling the working poor to upskill is our passion and priority, as well as helping to tackle broader poverty issues, such as unemployment and homelessness.

It is crucial to nurture the skill of learning over a lifetime to secure informed, flexible, intelligent and healthy workforces and communities. The economic, social and civic advantages of developing a truly lifelong learning society in Wales will be profound; giving us the cutting edge that we need for our communities to be resilient, for our economy to adapt to changing circumstances and for our democracy to thrive.

Our strategic focus this year is to continue to raise standards, deliver areas of growth and invest in continuous development of our workforce.

1.1 Legal status

Addysg Oedolion Cymru | Adult Learning Wales (AOC|ALW), formerly known as WEA YMCA CC Cymru, is a charity registered in England and Wales (number 1071234) and a company limited by guarantee registered in England and Wales (number 3109524). The Organisation was formed from a merger of WEA Cymru and YMCA Wales CC on 1st August 2015.

1.2 Purpose

The Articles of Association state that the Organisation's object is 'to promote education, in particular for young people and adults, within Wales' and it carries out its purpose with public benefit in mind.

1.3 Vision and Mission Statement

Our Vision:

Increasing the social, economic and personal impact of adult community learning in Wales through co-ordination and development of national, regional and local partnerships; delivering equal access to Welsh medium provision.

Our Mission:

Providing inspiring learning opportunities for adults who are hardest to reach in communities and workplaces throughout Wales; empowering people to develop skills and knowledge to realise their full potential and help build strong resilient communities through active citizenship and democratic learning.

Our Goals:

1. Excellent Teaching and Learning:

- Deliver the highest quality learning programmes, prioritising those who are hardest to reach and providing equal access to Welsh medium provision
- Promote and support inspirational teaching ensuring that learners realise their full potential
- Invest in and develop digital technologies to inspire and generate innovative teaching practices
- Deliver excellent support services, ensuring learners have the support and direction needed for further progression.

2. Raising the profile and importance of adult community learning

- Ensure active leadership and governance is in place that promotes adult community learning and challenges us to continuously improve
- Promote our values and ethos, ensuring that we continue to raise our profile as the voice of adult community learning in Wales
- Draw on our membership and supporters to campaign for improved investment in adult community learning so that we can widen our reach
- Assess the impact of adult community learning and demonstrate its value so as to influence policy.

3. Strong collaboration and engagement

- Ensure we place our learners at the heart of everything we do, listening to them and acting on their feedback to continuously improve our offer
- Develop employer engagement to upskill working adults in support of initiatives which help to tackle in-work poverty
- Co-ordinate and develop national, regional and local partnerships to strengthen adult learning opportunities
- Strengthen our membership and branch activities to meet community learning needs, build health and wellbeing initiatives, strong resilient communities and the promotion of active democracy.

4. Responsible growth

- Pursue additional sources of funding to generate investment in learning resources and growth in our curriculum
- Commit to sustainable development, ensuring we are operating in a healthy, safe and environmentally conscious way
- Ensure that the growth in our provision is all-inclusive, providing equality of opportunity in all that we do to meet social, economic and personal learning opportunities
- Promote a culture of openness and transparency, committed to valuing and investing in staff where our learning organisation ethos promotes ideas and empowers people to make a positive input into future growth.

1.4 Policy Context

In terms of policy, the national strategy '*Prosperity for All*' by the Welsh Government (WG), sets out key themes for delivery in Wales including a commitment to improved education, training, and lifelong learning. This is underpinned by the programme for Government 2016-2021 '*Taking Wales Forward*' and supports the long-term focus on preparing for future generations as set out in the *Well-being of Future Generations Act (2015)*. With a clear remit in place to improve health and wellbeing, education and training, skills, and employment prospects, we have an important contribution to make to support the success of this agenda.

The AOC|ALW [Strategic Plan 2018-21](#) sets out priorities which strongly match the ambitions of the Welsh Government's 2017 *Adult Learning in Wales* policy. The policy highlights the strengths of partnership working and Third Sector engagement - a real strength within our organisation. With a focus on supporting those in

greatest need of help, the policy expects Adult Community Learning (ACL) providers to prioritise key areas: essential, digital and employability skills, a focus on older learners, social engagement, 'hook' courses and engagement activity, together with Welsh medium provision.

ACL offers learners opportunities to acquire knowledge and skills through a diverse range of courses including both accredited and non-accredited learning. Our courses delivered to adults across Wales aim to fulfil WG's stated purpose for ACL:

- of taking first steps into learning
- providing skills for life and embedding basic skills
- providing skills for independent living and skills for work
- contributing to personal development and wellbeing, and
- developing active citizenship.

The WG vision for Wales to develop a thriving Welsh language used in everyday life requires opportunities and support for people to both learn the language and learn through the language: ACL also has a role to play in contributing to this strategic aim.

Educational attainment/growth and jobs are two of the four priorities for Wales set by WG (2015). Progression through learning performs a vital element of this as individuals endeavour to acquire the skills needed to succeed in the workplace. They are also a key component of WG policy aiming to succeed in breaking the link between poverty and attainment. The potential impact delivered by ACL provision also links closely to key goals outlined in the *Well-being of Future Generations Act (2015)* including the aims of working together to ensure a more equal and prosperous Wales, a country of cohesive communities and a thriving Welsh language.

The Minister for Education, who is keen to develop a Welsh right to lifelong learning, has directed her officials to introduce a national body to oversee all community based learning in Wales. It is important that we make strong representations and position ourselves as the national lead as we continue to work proactively with Ministers, Welsh Government Officials, Local Authorities, Adult Community Learning (ACL) partnerships and other stakeholders across Wales. Our approach is set out in an ACL National Body strategy due to be implemented in the 2019/20 academic year.

1.5 Governance and Management

The Organisation's governing body, its Council, plays a full part in approving the Strategic Plan and in monitoring its delivery. All members of Council are also members of at least one Committee, each of which has the remit of monitoring a part of the Strategy relating to that Committee. Members of Senior Management Team attend Council and Committee meetings to provide detailed information for scrutiny by volunteer Council members. A skills audit is undertaken annually to assess gaps in skills levels within the Council and Committees, and co-opted members are brought on to some Committees to address these gaps as far as possible.

1.6 Financial objectives

The Organisation's financial objectives are:

- to achieve an annual operating surplus
- to pursue alternative sources of funding, on a selective basis, consistent with the Organisation's aims and objectives, and the need for a financial contribution to the Organisation's overall finances
- to generate sufficient levels of income to support the asset base of the Organisation
- to further improve the Organisation's shorter term liquidity
- to retain an average cash level of £500,000
- to maintain category "B" Welsh Government financial status.

Meeting the above targets requires the retention of tight staffing levels whilst taking all reasonable opportunities to make efficiency gains. In addition, meeting student growth is imperative in order to ensure the projected income streams.

1.7 Quality controls

The Organisation's Self Assessment Report (SAR) measures performance throughout the year as part of the Quality cycle. The SAR is written in accordance with guidance from the Welsh Government. Judgements are made using the format of the Estyn Common Inspection Framework which focuses on 5 key questions relating to Standards, Wellbeing and Attitudes to Learning, Teaching and Learning Experiences, Care, Support and Guidance, and Leadership and Management.

The Organisation is continually working to improve and develop processes to ensure that data used to inform planning is produced in a timely fashion, is robust and used effectively across the Organisation to inform the Self Assessment process. The SAR is located on the Organisation's intranet and can be accessed by all staff. Any areas for development that are identified within the SAR are incorporated into the Quality Development Plan (QDP) which is produced by the Senior Management Team. Monitoring of the QDP is embedded in the Quality cycle and is reviewed at operational, senior management and governance levels.

The Internal Quality Assurance process has been further developed with new systems implemented to improve the teaching and learning provision. This is monitored and reviewed for effectiveness and impact of use. Scrutiny of quality control measures is undertaken by the Senior Management Team and by Council, through the Learner Experience Committee.

The Organisation's major plans are its Strategic Plan, the Provision Development Plan, the SAR/QDP and the Risk Register. Council and its Committees scrutinise the actions and targets set within these plans.

2. CURRENT AND FUTURE DEVELOPMENT AND PERFORMANCE

2.1 Student numbers

In 2018/19 the Organisation recruited 13,508 learners, 56% female and 44% male. Completion* rates for Welsh Government funded provision only are at 98% overall (2% above National Comparators), Attainment rates are at 92% (1% below National Comparators) with Successful Completion at 90% (on par with National Comparators).

*Completion includes accredited and non accredited provision. National Comparators (NCs) are 17/18 data and are taken from National Statistics for Wales document Statistical First Release SFR 07/2019 (Page 21). NCs for 18/19 are due to be published in March 2020.

2.2 Student achievements

The table below gives the current performance data available grouped by learning areas.

Subject Sector Area	Subject Sector Area Description	No. of Learner Activities	Guided Learner Contact Hours	Comp %	Attain %	Success %
1	Health, Public Services & Care	7,704	111,147	99%	89%	88%
2	Science & Mathematics	162	2,792	97%	87%	84%
3	Agriculture, Horticulture & Animal Care	250	3,391	98%	99%	97%
4	Engineering & Manufacturing Technology	145	2,703	97%	82%	79%
5	Construction, Planning & Built Environment	33	2,776	42%	100%	13%
6	Information & Communication Technology	1,857	23,746	98%	91%	89%
7a	Retailing & Customer Care	361	4,101	100%	91%	91%
7b	Hair & Beauty	15	348	100%	100%	100%
7c	Hospitality & Catering	1,023	10,198	99%	94%	93%
8	Leisure, Travel & Tourism	49	641	100%	87%	87%
9a	Performing Arts	385	12,651	99%	92%	92%
9b	Art & Design	1,433	36,954	96%	88%	84%
10	History, Philosophy & Theology	196	3,200	100%	N/A	N/A
11	Social Sciences	70	1,003	100%	52%	52%
12	Languages, Literature & Culture	344	4,413	96%	82%	80%
13	Education & Training	566	10,568	98%	89%	88%
14a	Independent Living Skills	390	12,007	98%	98%	98%
14b	Adult Basic Education	2,654	40,639	97%	89%	87%
14c	Foundation for Work	4,842	47,392	100%	91%	91%
14d	English for Speakers of Other Languages	3,626	98,286	96%	88%	82%
15	Business, Administration and Law	2,545	46,828	99%	98%	97%
Total	Total	28,650	475,782	98%	92%	90%

Completion percentages include both accredited and non-accredited provision whereas Attainment and Success percentages include only accredited provision. Achievements for learners on non-accredited courses are more difficult to measure, although the use of individual learning plans allows for 'distance travelled' to be evidenced.

2.3 Student Profile

The most popular courses are: Health, Public Services & Care, English for Speakers of Other Languages (ESOL), Foundation for Work, Trade Union Studies (categorised as Business, Administration and Law), Adult Basic Education, Art & Design, Information & Communication Technology, and Performing Arts.

We have continued our work with asylum seekers and with ethnic minority groups. 9.8% of our learners in 2018/19 were from minority ethnic communities. We continue to target the most disadvantaged areas and 55.8% of our learners live in areas of deprivation. Over half of our learners are female at 56% in 18/19 which compares to 55% in the 17/18 academic year and 81.6% of our learners are aged between 20 and 60.

2.4 Curriculum developments

Provision for 2018/19 was an aggregate of workplace/trade union studies, regional and national curricula administered from the Organisation's offices. For Welsh Government and Estyn purposes, all learning came under Adult Community Learning. A significant proportion of learning focused on essential skills, employability and English for Speakers of Other Languages (ESOL), with elements of ESOL being supported through Access, Communication and Integration (ACI) project funding. The provision continued to target adult learners with high barriers to learning, particularly from areas of deprivation and those with the lowest skills levels, through strong collaborative working with the Organisation's branch structure, regional fora, national, regional and local partnerships and networks. Learning delivered in the workplace was offered in response to demand from the trade union movement and employers. Some of this was supported through the Wales Union Learning Fund (WULF). In addition to core funded programmes of learning, full cost recovery / income generation either through delivery or accreditation services remained a focus.

Negotiation with learners and partners was on-going throughout the year with a majority of provision delivered utilising a partnership approach, enabling learners from the hardest to reach communities in Wales to be engaged whilst offering a quality focused, cost effective service. The range of provision and levels continued to be broad spanning all educational levels from pre-entry to level 3.

Throughout 2018/19, AOC|ALW continued to offer a broad range of provision, consistent with Welsh Government policy priorities for Adult Learning in Wales, with a growing emphasis on essential skills (including Digital Literacy), ESOL and employability skills. Provision included enrichment activities to broaden the learning experience - for example outside visits, guest speakers, and invitations to college and university Open Days. AOC|ALW increased vocational based delivery in priority areas and continues to work closely with the Welsh Government to support a wide variety of national agenda.

2.5 Future developments

We now find ourselves in a landscape that is characterised by constraints on public spending and uncertainty about future funding. This means that there is additional pressure on our resources. The changing economic context presents a number of significant challenges for Wales, and for adult learning in particular. Of the 2 million adults living in Wales, 100,000 are unemployed, 200,000 have no qualifications, and 700,000 are living in poverty. The UK Commission for Employment and Skills (2013) Survey predicts 600,000 skills gaps in the Welsh labour market by 2022 with only 300,000 leaving school and college to meet these skills gaps. In addition to the problems associated with an ageing population, rapid advances in technology and changing employment patterns, the private sector is experiencing a slow economic recovery. Set within this challenging economic environment, there is an increased need for more cost effective and innovative ways of working with reduced budget availability.

The Organisation is confident in its capacity and capability to respond effectively to these challenges. It is well placed to build on the legacy of its founding organisations and will promote a broad liberal education which improves social justice and community engagement, alongside offering highly focused education and training services for employability, enterprise and skills development.

Our work to increase delivery by 25% over the next three years commenced in August 2019. This transition sees 19% of our core grant being transferred into direct delivery. Our planned activities will support the completion of this transition by the start of the academic year 2021-22. This is a significant shift in our curriculum planning and puts additional demands on our infrastructure. The Business Development Strategy implemented in November 2019 sets out our approach to support that growth. Alongside this, we will ensure that our staff CPD programme supports the aims of the strategy to develop skills within our workforce to meet growth and quality targets.

3. RESOURCES

The Organisation has limited physical resources that it can deploy in pursuit of its strategic objectives. Its tangible resources include the Bryn Menai in Bangor and Coopers Yard sites in Cardiff. The Coleg Harlech and Llanishen (Cardiff) sites were disposed of during the period with the accounts reflecting the financial implications of these sales. The Organisation still holds some tangible resources in Harlech.

3.1 Financial

Financial objectives

The Organisation's financial objectives are:

- to achieve an annual operating surplus - this was achieved with a surplus of £224k.
- to pursue alternative sources of funding, on a selective basis, consistent with the Organisation's aims and objectives, and the need for a financial contribution to the Organisation's overall finances - this was achieved with several sources of alternative funding being applied for and secured.
- to generate sufficient levels of income to support the asset base of the Organisation – achieved, as during the year the Organisation was awarded several large grants in order to improve the assets across the organisation.
- to further improve the Organisation's shorter term liquidity – this was achieved with year end cash balances being £3.03m.
- to retain an average cash level of £500,000 – this was achieved.
- to maintain category "B" Welsh Government financial status – achieved.

Meeting the above targets requires the retention of tight staffing levels whilst taking all reasonable opportunities to make efficiency gains.

Financial results

The following table summarises performance for 2018/19 against 2017/18:

	2018/19	2017/18
Operating surplus/(deficit) post FRS 102 (28) pension adjustments and net proceeds of sales	£224k	(£201k)
Operating surplus/(deficit) prior to FRS 102 (28) pension adjustments and net proceeds of sales	£208k	(£6k)
Current ratio (current assets : current liabilities)	2.2:1	2.1:1
Staff costs as % of income	74.9%	77.4%
Welsh Government income as a % of total income	92%	90%
Total unrestricted reserves	£0.4m	£1.6m
Cash balances	£3.03m	£2.08m
Net assets	£1.4m	£2.6m

Tangible fixed asset additions during the year amounted to £140k and were split between fixtures and fittings at £2k and equipment at £138k.

Treasury policies and objectives

Treasury management is the management of the Organisation's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.

This responsibility is absorbed within the finance function and is overseen by the Head of Curriculum and Performance.

There have been no short term borrowings during the year. If the Organisation were to make any short term borrowings for temporary revenue purposes this would be authorised by the Chief Executive and approved by the Resources Committee. Such arrangements are restricted by limits in the Financial Memorandum with the WG. All

other borrowing requires the authorisation of Council and shall comply with the requirements of the Financial Memorandum of the WG.

Investments

The Organisation has previously developed an ethical investment policy which is used to support its investments. At year end the Organisation held £1.108m (note 17) within two separate investment funds managed by Brewin Dolphin.

Cash flows and Liquidity

At £703k (2017/18: £259k) the operating cash flow is again positive for the period with a cash flow from investing activities of (£248k) (2017/18 (£33k)). There was an increase in net funds for the year of £951k compared to 2017/18 £226k.

The current ratio which stands at 2.2:1 is an improvement on the previous year (2.1:1). The financial position has stabilised which highlights the Organisation's continuing progress in its objective of maintaining financial health through improved liquidity.

Reserves

Levels of reserves depend upon operational needs but the Organisation aims to have a minimum of three months' running costs, including salaries, held in General (unrestricted) reserves. These stood at £0.4m (2017/18: £1.636m) at 31 July 2019, thus the target of £1.6m was not met. This is largely due to the increase in pension obligations of £1.643m. The target is in line with Charity Commission guidance and Welsh Government's suggested good practice for Further Education Institutions. All reserves are reported to and reviewed regularly at Resources Committee meetings, and expenditure from reserves is approved by the Council.

A three year budget has been developed from 2019/20 which is intended to increase the levels of reserves.

Payment performance

The Late Payment of Commercial Debts (Interest) Act 1998, which came into force on 1 November 1998, requires AOC|ALW, in the absence of agreement to the contrary, to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received.

Supplier terms are set within the accounting system and may range from zero days (for employee/voluntary member expense claims) to 30 days for large suppliers. Where payment is required to be made more frequently e.g. suppliers of utilities etc., terms are set and wherever possible, payment is made within the required time frame.

Where invoices are contested, suppliers are notified immediately and they are settled as soon as possible if monies are owed. When suppliers query non-payment for whatever reason, the situation is investigated immediately and copy invoices requested where required.

Wherever possible the Organisation complies with the Better Payments Practice Code.

Late receipt of authorised invoices into the Finance Department can result in late payment.

Field offices are aware of the need to authorise invoices and return them to the Finance Section for payment as quickly as possible.

During the period 1 August 2018 to 31 July 2019 the Organisation incurred no interest charges in respect of late payment.

Post-balance sheet events

There are no post-balance sheet events to report.

3.2 Staffing

During the academic year there were 210 hourly paid teaching staff. As at 31 July 2019, there were 70 full time and 44 part time salaried support staff.

A Continuing Professional Development (CPD) Plan, based on the training needs recognised by the Organisation and individuals, is implemented on an annual basis and updated throughout the year.

Teaching observations enable the monitoring of teaching quality and the provision of support to teaching staff while identifying training and development needs. The annual performance appraisal system has been replaced with termly catch up meetings, providing a more proactive approach to self-assessment and target setting, with more emphasis on the individual's CPD needs and aspirations for improvement to deliver targets.

4. PRINCIPAL RISKS AND UNCERTAINTIES

AOC|ALW has undertaken further work during the year to develop and embed the system of internal control, including financial, operational and risk management which is designed to protect AOC|ALW's assets and reputation.

Based on the strategic plan, Risk Management is a standing point on the agenda for Senior Management Team meetings. The Senior Management Team undertakes a comprehensive review of the risks to which the Organisation is exposed which are documented in a risk register with clear plans of action. They identify systems and procedures, including specific preventable actions which should mitigate any potential impact on the Organisation. The internal controls are then implemented and the subsequent year's appraisal will review their effectiveness and progress against risk mitigation actions. In addition to the annual review, the Senior Management Team also considers any risks which may arise as a result of a new area of work being undertaken by the Organisation.

A Risk Register is maintained and is reviewed on a termly basis by the Audit Committee. The Risk Register identifies the key risks, the likelihood of those risks occurring, their potential impact on the Organisation and the actions being taken to reduce and mitigate the risks. Risks are prioritised using a consistent scoring system.

Outlined below is a description of the principal risk factors that may affect AOC|ALW along with mitigating actions. Not all the factors are within the Organisation's control: other factors besides those listed below may also adversely affect it.

4.1 Government funding

The Organisation has considerable reliance on continued government funding through the National Assembly for Wales, with levels of funding due to increase by 2% for 2019/20.

This risk is mitigated in a number of ways:

- There is a rolling three budget in place which supports the delivery of the strategic plan whilst identifying budget pressures and allowing the Organisation to plan accordingly.
- The Organisation continues to expand delivery that has a range of course fee recovery options associated with it.
- The Organisation has developed a more commercial focus in relation to delivering training for business: it has a designated work place learning team whose focus is the business sector.
- By ensuring the Organisation is rigorous in delivering high quality education.
- Considerable focus and investment is placed on maintaining and managing key relationships with various funding bodies.
- Ensuring the Organisation is focused on those priority sectors which will continue to benefit from public funding.
- Regular dialogue with the Welsh Government and other key funders.
- Preparation of funding bids from sources other than the Welsh Government.
- Discussions with other providers to develop joint bids to contract for the delivery of services in Wales.

4.2 Maintain adequate funding of pension liabilities

The financial statements report the share of the pension scheme deficit on the Organisation's balance sheet in line with the requirements of FRS 102. Regular dialogue takes place with the pension providers to ensure employer contributions are sufficient to reduce the deficit on the fund but at the same time are not excessive.

4.3 IT Infrastructure

The support contract is due to be renewed in 2019/20. Significant investments have been placed in IT during the year with further investment planned for 2019/20. This continues to be reflected in the Risk Register and scrutinised at the Resources Committee.

5. STAKEHOLDER RELATIONSHIPS

The Organisation has many stakeholders. These include:

- | | |
|---|---|
| ▪ Learners | ▪ Welsh Government |
| ▪ Funders | ▪ Staff |
| ▪ Branches | ▪ Other FE institutions |
| ▪ Members | ▪ Trades unions |
| ▪ Volunteers | ▪ Accrediting bodies |
| ▪ The local community | ▪ HE Institutions |
| ▪ Local employers (with specific links) | ▪ Other Third Sector organisations and partners |
| ▪ Local Authorities | |
| ▪ ACL Partnerships, regional and local | |

The Organisation recognises the importance of these relationships and engages in regular communication and collaboration with stakeholders. It is particularly appreciative of the voluntary efforts of its Branch officers and Regional Forum chairpeople in extending the democratic nature of the Organisation's structures.

5.1 Equality and Diversity

The Organisation recognises that discrimination, prejudice and disadvantage exist in society, and that groups and individuals have been treated unfairly for reasons relating to gender, ethnic origin, race, nationality, disability status, marital or family status, sexual orientation, age and religion. We are committed to making our contribution to help eliminate this by working positively to promote a more inclusive society. It is our aim and commitment to provide all of our services and employment opportunities on a fair and equitable basis.

AOC|ALW's values emphasise the principle of equity, aimed at extending education opportunities to all learners and potential learners, regardless of class, age, disability or learning difficulty, gender, sexual orientation, race, colour, language and culture, religious beliefs, economic or marital status. The commitment at all times is to meet the needs and aspirations, and enhance the skills, of individuals both within the learning experience and at work. The Organisation further recognises that education enables the progress not only of individuals but of communities through the contribution of aware and committed individuals, and sees its recognition of the social purpose of education as integral to its commitment to equal opportunities.

It is the policy of the Organisation to take all reasonable steps to employ and promote employees on the basis of their skills. Ongoing monitoring and regular analysis of data collected as a result of diversity monitoring provide the basis for appropriate action to eliminate unlawful direct and indirect discrimination and promote equality of opportunity. The Organisation considers all applications for employment from disabled persons, bearing in mind the aptitudes of the individuals concerned. Where an existing employee becomes disabled, every effort is made to ensure that employment with AOC|ALW continues. The Organisation's policy is to provide training, career development and opportunities for promotion which are, as far as possible, identical to those for other employees. The Organisation makes every effort to ensure that any problems encountered by disabled employees or potential disabled employees are minimised.

The Organisation's Safeguarding, Equality and Diversity group has responsibility for developing, implementing and reviewing all matters and progress relating to safeguarding, equality and diversity in accordance with legislation and statutory duties. The group meets on a termly basis and reports to the Learner Experience Committee.

5.2 Disability statement

As part of its commitment to Equality and Diversity the Organisation seeks to secure full access to its courses and meetings for those with disabilities. As far as reasonably practicable arrangements are made to ensure that students with disabilities can engage fully with its activities, by ensuring that necessary media and support are provided and that physical access to courses is possible. However, courses are usually provided in premises that are not owned by AOC|ALW. In these situations the Organisation will work with the providers of premises to provide equal access wherever possible. If equal access is not available at a community venue, alternative arrangements will be explored as required.

5.3 AOC|ALW and the Welsh Language

AOC|ALW is committed to the Welsh Government's vision of a truly bilingual Wales, as set out in the document *Cymraeg 2050*, the Welsh Government's Welsh language strategy (2018). This sets out its vision to increase the number of Welsh speakers and the use of Welsh by the year 2050. It is a vision to which AOC|ALW is fully committed. AOC|ALW will work to ensure that the Welsh language is treated as wholly equal to the English language. Standards set will be clear and consistent in terms of the services to be provided in both languages and will strive to be reasonable and proportionate, to reflect an all-Wales educational Organisation. Compliance with the Welsh Language Standards will be ensured through regular monitoring.

In addition to advancing learning and knowledge through participation in education and training, AOC|ALW is committed to promoting awareness and understanding of the Welsh language, Welsh heritage and culture in all aspects of its business and services. AOC|ALW fully supports the principle of a bilingual workplace, and has put in place the mechanisms necessary to encourage the promotion, use and improvement of the Welsh language skills of its workforce.

The Organisation's Welsh and Bilingualism group continues to co-ordinate and monitor the wide range of activities required to achieve the organisation's strategic aims and meet statutory requirements in respect of Welsh and Bilingualism.

5.4 Disclosure of information to auditors

The members who held office at the date of approval of this report confirm that, so far as they are each aware, there is no relevant audit information of which AOC|ALW's auditors are unaware; and each member has taken all the steps that he or she ought to have taken to be aware of any relevant audit information and to establish that the Organisation's auditors are aware of that information.

Approved by order of the members of the Council 26th March 2020 and signed on its behalf by:

John Graystone
Chair of Governors

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Professional advisers

External auditors:
BTP Associates, Merthyr Tydfil

Bankers:
Handelsbanken, Cardiff

Internal auditors:
TIAA, Cardiff

Solicitors:
Eversheds Sutherland, Cardiff

Statement of Corporate Governance and Internal Control

The Organisation is committed to exhibiting best practice in all aspects of corporate governance.

This summary describes the manner in which the Organisation has applied the principles set out in the UK Corporate Governance Code issued by the Financial Reporting Council in July 2018. Its purpose is to help the reader of the accounts understand how the principles have been applied.

In the opinion of the Council, the Organisation complies with all the provisions of the Code in so far as they apply to the Further Education Sector, and it has complied throughout the year ended 31 July 2019.

THE COUNCIL

The members who served on the Council during the year are as listed below:-

Name	Status / Category	Accession Date (if later than 1 August 2018) or Resignation Date	Committee Membership	Council meetings attended (out of 6 in total)
John Graystone	Chair; Appointed		Search (Chair)	6
Toni Schiavone	Elected Regional Governor; Vice Chair		Resources, Search	6
Sonia Reynolds	Elected Regional Governor; Vice Chair		Audit, Search	3
David Elis-Williams	Elected Regional Governor		Resources (Chair)	6
Chris Franks	Elected Members' Governor		Audit (Chair)	6
Gerry Jenson	Appointed		Learner Experience (Chair)	0
Cathy Clark	Learner Governor		Learner Experience	6
June Jeremy	Staff Governor	Resigned 9 October 2018	Resources	0 (out of 1)
Heather Willbourn	Elected Regional Governor	Resigned 10 December 2018	Resources	0 (out of 2)
Caroline Davies	Elected Regional Governor		Learner Experience, Search	5
Gayle Hudson	Appointed	Resigned 31 March 2019	Learner Experience	3 (out of 4)
Iwan Hywel	Appointed		Resources	3
Dafydd Rhys	Staff Governor		Learner Experience	4
Nick Taylor	Elected Regional Governor		Resources	1
Julie Cook	Appointed		Learner Experience	2
Guy Wallace Smith	Appointed		Audit	1
Jenni Jones-Annetts	Learner Governor		Learner Experience	6
Stephen Nicholls	Learner Governor		Resources	5
Gareth Cork	Staff Governor	26 October 2018	Resources	5 (out of 5)
Suzanne Samuel	Appointed	5 November 2018	Learner Experience	4 (out of 5)
Daryl Leeworthy	Elected Regional Governor	15 January 2019	Resources	3 (out of 4)

The Council is provided with regular and timely information on the overall financial performance of the Organisation together with other information such as performance against funding targets, proposed capital expenditure, quality matters and personnel-related matters such as health and safety and environmental issues. The Council meets a minimum of three times a year, and during 2018-19 met on six occasions.

The Council conducts its business through four committees: Audit, Learner Experience, Resources and Search. Each committee has terms of reference, which have been approved by the Council. Full minutes of all Council meetings, except those deemed to be confidential by the Council, are available on the organisation's web-site or from the Clerk to the Council at:

Stephen Thomas
Clerk to Council
AOC|ALW
7 Coopers Yard
Curran Road
Cardiff
CF10 5NB

The Clerk to the Council maintains a register of financial and personal interests of Council members. The register is available for inspection at the above address.

Members of Council are able to take independent professional advice in furtherance of their duties at the Organisation's expense and have access to the Clerk to the Council, who is responsible to Council for ensuring that all applicable procedures and regulations are complied with. The appointment, evaluation and removal of the Clerk are matters for the Council as a whole. Formal agendas, papers and reports are supplied to Council and Committee members in a timely manner, prior to meetings. Briefings are also provided on an ad hoc basis.

The Council has a strong and independent non-executive element and no individual or group dominates its decision-making process: there is no person with significant control registered for it at Companies House. The Council considers that each of its members is independent of management and free from any business or other relationship which could materially interfere with the exercise of their independent judgement. The Committees comprise members of the Council, one of whom is Committee Chair, and co-opted individuals. Co-opted members who served during 2018/19 were: Paul Charlton, Graham Price (Audit Committee); Jeremy Gass, Derwena Watkin (Learner Experience Committee); and Susan Roberts (Resources Committee). In addition other task and finish groups may be convened at the discretion the Council.

There is a clear division of responsibility in that the roles of Chair of Council and that of Chief Executive are separate.

Composition of the Council

The adoption of revised Articles of Association at the time of the re-naming of the Organisation also saw the formation of a new Council. Most Council members up to 31 March 2017 were appointed to their roles. From 1 April 2017 there have been 12 elected members (variously nominated by Regional Forums, individual members, learners and staff) and up to 8 appointed members. The Council is responsible for ensuring that appropriate training is provided for its members as required. The Council adheres to the 2016 Code of Good Governance for Colleges in Wales.

Statement of Corporate Governance and Internal Control (continued)

Audit Committee

The Audit Committee comprises three members of the Council (excluding the Chair, learner governors and Resources Committee members). The Committee operates in accordance with written terms of reference approved by the Council.

The Audit Committee meets on a termly basis and provides a forum for reporting by AOC|ALW's internal and external auditors, who have access to the Committee for independent discussion, without the presence of AOC|ALW management if necessary. The Committee also receives and considers reports from the Charity Commission and the Welsh Government as they affect AOC|ALW's business.

The Organisation's internal auditors monitor the systems of internal control, risk management controls and governance processes in accordance with an agreed plan of input and report their findings to management and to the Audit Committee.

Management is responsible for the implementation of agreed audit recommendations and internal auditors undertake periodic follow-up reviews to ensure such recommendations have been implemented.

The Audit Committee also advises the Council on the appointment of internal, regularity and financial statements auditors and their remuneration for both audit and non-audit work.

The Search Committee is responsible for overseeing the appointment of Council members, making recommendations to the full Council to fill the vacancies that exist. The Diversity Categories and Skills Matrix for Governors, forming part of the Organisation's Standing Orders, inform the Search Committee's recruitment practices. All governors appointed in 2018/19 came through application of these norms.

INTERNAL CONTROL

Scope of responsibility

The Council is ultimately responsible for the Organisation's system of internal control and for reviewing its effectiveness. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Council has delegated the day-to-day responsibility to the Chief Executive, as Accounting Officer, for maintaining a sound system of internal control that supports the achievement of the Organisation's policies, aims and objectives, whilst safeguarding the public funds and assets for which s/he is personally responsible, in accordance with the responsibilities assigned to him or her in the Financial Memorandum between the Organisation and the Welsh Government. She/he is also responsible for reporting to the Council any material AOC|ALW weaknesses or breakdowns in internal control.

The purpose of the system of internal control

The system of internal control provides reasonable, not absolute, assurance of effectiveness and is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Organisation'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. The system of internal control has been in place for the year ended 31 July 2019 and up to the date of approval of the annual report and accounts.

Statement of Corporate Governance and Internal Control (continued)

Capacity to handle risk

The Council has reviewed the key risks to which the Organisation is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Council is of the view that there is a formal ongoing process for identifying, evaluating and managing the Organisation's significant risks. This process is regularly reviewed by the Organisation.

The risk and control framework

The system of internal control is based on a framework of regular management information, administrative procedures including the segregation of duties, and a system of delegation and accountability. In particular, it includes:

- Comprehensive budgeting systems with an annual budget, which is reviewed and agreed by the governing body
- Regular reviews by the governing body of periodic and annual financial reports which indicate financial performance against forecasts
- Setting targets to measure financial and other performance
- Clearly defined capital investment control guidelines
- The adoption of formal project management disciplines, where appropriate.

The Organisation has an internal audit service, which operates in accordance with the requirements of the Welsh Government. The work of the internal audit service is informed by an analysis of the risks to which the Organisation is exposed, and annual internal audit plans are based on this analysis. The analysis of risks and the internal audit plans are endorsed by the Council on the recommendation of the Audit Committee. At minimum annually, the Chair of Audit Committee provides Council with a report on internal audit activity in the Organisation. The report includes the Internal Auditor's independent opinion on the adequacy and effectiveness of the Organisation's system of risk management, controls and governance processes.

Review of effectiveness

As Accounting Officer, the Chief Executive has responsibility for reviewing the effectiveness of the system of internal control. That review of the effectiveness of the system of internal control is informed by:

- The work of the internal auditors
- The work of the executive managers in the Organisation who have responsibility for the development and maintenance of the internal control framework
- Comments made by the Organisation's external auditors and the Welsh Government auditors in their management letters and other reports.

The Chief Executive has been advised on the implications of the result of the review of the effectiveness of the system of internal control by the Audit Committee which oversees the work of the internal auditor, and a plan to address weaknesses and ensure continuous improvement of the system is in place.

The Senior Management Team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the regions and reinforced by risk awareness training. The Senior Management Team and the Audit Committee also receive regular reports from internal audit, which include recommendations for improvement. The Audit Committee's role in this area is confined to a high-level review of the arrangements for internal control. The Council's agenda includes a regular item for consideration of risk and control and it receives reports thereon

Statement of Corporate Governance and Internal Control (continued)

from the Senior Management Team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception.

GOING CONCERN

After making appropriate enquiries, the Council considers that the Organisation has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

Approved by order of the members of the Organisation on 26th March 2020 and signed on its behalf by:

John Graystone
Chair of Governors

Kathryn Robson
Chief Executive

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Governing Body's statement on the Organisation's regularity, propriety and compliance with Funding body terms and conditions of funding

The Organisation has considered its responsibility to notify the Welsh Government of material irregularity, impropriety and non-compliance with Welsh Government terms and conditions of funding, under the Financial Memorandum in place between the Organisation and the Welsh Government. As part of our consideration we have had due regard to the requirements of the Financial Memorandum.

We confirm, on behalf of the Organisation, that after due enquiry, and to the best of our knowledge, we are able to identify any material irregular or improper use of funds by the Organisation, or material non-compliance with the Welsh Government's terms and conditions of funding under the Organisation's Financial Memorandum.

We confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the Welsh Government.

John Graystone
Chair of Governors

Kathryn Robson
Chief Executive

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Statement of Responsibilities of the Members of the Council of the Organisation

The Members of the Council of the Organisation are required to present audited financial statements for each financial year.

Within the terms and conditions of the Financial Memorandum agreed between the Welsh Government and the Organisation, the Organisation, through its Chief Executive, is required to prepare financial statements for each financial year in accordance with the 2015 *Statement of Recommended Practice – Accounting for Further and Higher Education Institutions*, Company Law and with the Accounts Direction issued by the Welsh Government, which give a true and fair view of the state of affairs of the Organisation and the result for that year.

In preparing the financial statements, the Organisation is required to:

- select suitable accounting policies and apply them consistently
- make sound judgements and estimates that are reasonable and prudent
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare financial statements on the going concern basis, unless it is inappropriate to assume that the Organisation will continue in operation.

The Organisation is responsible for maintaining proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the Organisation, and which enable it to ensure that the financial statements comply with the Companies Act 2006. It is responsible for taking steps that are reasonably open to it in order to safeguard the assets of the Organisation and to prevent and detect fraud and other irregularities.

The maintenance and integrity of the Organisation website is the responsibility of the Organisation. The work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Members of the Council are responsible for ensuring that expenditure and income are applied for the purposes intended by the funders and that the financial transactions conform to the authorities that govern them. In addition they are responsible for ensuring that funds from the Welsh Government are used only in accordance with the Financial Memorandum with the Welsh Government and any other conditions that the Welsh Government may prescribe from time to time. The Members of the Council must ensure that there are appropriate financial and management controls in place in order to safeguard public and other funds and to ensure they are used properly. In addition, the Members of the Council are responsible for securing economical, efficient and effective management of the Organisation's resources and expenditure, so that the benefits that should be derived from the application of public funds by the Welsh Government are not put at risk.

In accordance with Company Law, as the Members of the Council, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the Members of the Council of the Organisation we have taken all the steps necessary in order to make ourselves aware of any relevant audit information and to establish that the Organisation's auditors are aware of that information.

The Members of the Council are aware that the Organisation has a responsibility under the Charities Act to demonstrate that it has charitable aims that meet the public benefit requirement and are therefore charitable. The Members of the Council confirm that they have had due regard to the Charity Commission's guidance on public benefit when considering, planning and implementing the activities of the charity and when exercising their powers and duties to which the guidance is relevant, and that they have complied with the duty under Section 4 of the Charities Act 2006 in this regard. As Council, we believe that the objects of the Organisation to promote education, in particular for young people and adults, within Wales are charitable and for public benefit. Furthermore, in our view, no detriment or harm arises from the Organisation carrying out its work and we are not aware of any widespread views among others that such detriment or harm might arise.

Statement of Responsibilities of the Members of the Council of the Organisation (continued)

This report is prepared in accordance with the 2015 Statement of Recommended Practice – Accounting for Further and Higher Education Institutions, and the Companies Act 2006.

Approved by order of the Members of the Council of the Organisation on 26th March 2020 and signed on its behalf by:

John Graystone
Chair of Governors

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Independent Auditors' Report to the Governing Body (Council) of Addysg Oedolion Cymru | Adult Learning Wales

A COMPANY LIMITED BY GUARANTEE - 3109524

Report on the audit of the financial statements

Opinion

In our opinion, Addysg Oedolion Cymru / Adult Learning Wales financial statements:

- give a true and fair view of the state of the organisation's affairs as at 31 July 2019, and of the organisation's income and expenditure and cash flows for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards, comprising FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", and applicable law);
- have been properly prepared in accordance with the requirements of the Statement of Recommended Practice – Accounting for Further and Higher Education; and
- have been properly prepared in accordance with the Accounts Direction issued by the Welsh Government.

We have audited the financial statements, included within the Annual Report and Financial Statements for the year ended 31 July 2019 (the "Annual Report"), which comprise the Balance Sheet as at 31 July 2019; the Statement of Comprehensive Income for the year then ended; the Statement of Changes in Reserves for the year then ended; the Statement of Cash Flows for the year then ended; and the notes to the financial statements, which include a summary of significant accounting policies and other explanatory information.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities under ISAs (UK) are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We remained independent of the organisation in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, which includes the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (UK) require us to report to you when:

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

Independent Auditors' Report to the Governing Body (Council) of Addysg Oedolion Cymru | Adult Learning Wales (continued)

However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the organisation's ability to continue as a going concern.

Reporting on other information

The other information comprises all of the information in the Annual Report other than the financial statements and our auditors' report thereon. The Governing Body is responsible for the other information. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except to the extent otherwise explicitly stated in this report, any form of assurance thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify an apparent material inconsistency or material misstatement, we are required to perform procedures to conclude whether there is a material misstatement of the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report based on these responsibilities.

Responsibilities for the financial statements and the audit

Responsibilities of the Governing Body for the financial statements

As explained more fully in the Statement of the Governing Body's responsibilities set out on pages 19 and 20, the Governing Body (who are also the directors of the organisation for the purposes of company law) is responsible for the preparation of the financial statements in accordance with the applicable framework and for being satisfied that they give a true and fair view. The Governing Body is also responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Governing Body is responsible for assessing the organisation'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 the Governing Body either intends to liquidate the organisation or to cease operations, or has no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of this report

This report, including the opinions, has been prepared for and only for the organisation's Governing Body as a body in accordance with the organisation's articles of government and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

**Independent Auditors' Report to the Governing Body (Council) of Addysg Oedolion Cymru |
Adult Learning Wales (continued)**

Other required reporting

**Opinions on other matters prescribed in the Further Education Audit Code of Practice 2016 issued by
the Welsh Government**

In our opinion, in all material respects:

- monies expended out of Welsh Government grants and other funds from whatever source administered by the organisation for specific purposes have been properly applied to those purposes and, if appropriate, managed in compliance with all relevant legislation; and
- income has been applied in accordance with the financial memorandum with the Welsh Government.

**Huw Baker FCA
Senior Statutory Auditor
For and behalf of:**

**Btp Associates Ltd
Chartered Accountants
Merthyr Tydfil**

Date:

Statement of Comprehensive Income

INCOME	Notes	2019 £'000	2018 £'000
Welsh Government Grants	2	6,622	5,933
Tuition fees and education contracts	3	465	497
Other grants and contracts	4	93	106
Other Income	5	20	25
Branch Income	6	16	-
Investment Income	7	2	2
Pension Finance Income	8	-	-
Donations and Endowments	9	-	-
Total Income		7,218	6,563
EXPENDITURE			
Staff costs	10	5,406	5,078
Other operating expenses	12	1,541	1,467
Depreciation	16	182	182
Interest and other finance costs	13	18	37
Branch Expenditure	12	3	-
Total expenditure		7,150	6,764
(Deficit)/Surplus before other gains and losses	15	68	(201)
Gain/(loss) on disposal of assets		156	-
(Deficit)/Surplus before tax		224	(201)
Taxation	14	-	-
(Deficit)/Surplus for the year		224	(201)
Revaluation Reserve movement	27	-	-
Gain/(loss) on investments	17	67	57
Actuarial gain/(loss) in respect of pensions schemes	33	(1,503)	920
Total Comprehensive Income for the year		(1,212)	776
Represented by:			
Restricted comprehensive income		-	-
Unrestricted comprehensive income		(1,279)	719
Endowment comprehensive income		67	57
		(1,212)	776

The statement of comprehensive income is in respect of continuing activities.

Statement of Changes in Reserves

	Income and Expenditure Reserve		Restricted Reserve		Total
	Endowment £'000	Other £'000	Endowment £'000	Other £'000	£'000
Balance at 1st August 2017	301	610	880	10	1,801
Surplus/(deficit) from the income and expenditure account	-	(201)	-	-	(201)
Other comprehensive income	7	920	50	-	977
Transfers between revaluation and income and expenditure reserves	-	-	-	-	-
Total comprehensive income for the year	7	719	50	-	776
Balance at 31st July 2018	308	1,329	930	10	2,577
Surplus/(deficit) from the income and expenditure account	-	224	-	-	224
Other comprehensive income	9	(1,503)	58	-	(1,436)
Transfers between revaluation and income and expenditure reserves	-	-	-	-	-
Total comprehensive income for the year	9	(1,279)	58	-	(1,212)
Balance at 31st July 2019	317	50	988	10	1,365

Balance Sheet as at 31 July

	Notes	2019 £'000	2018 £'000
Non current assets			
Tangible Fixed Assets	16	908	1,175
Endowment Assets	17	1,306	1,239
		2,214	2,414
Current Assets			
Trade and other receivables	18	398	291
Cash and cash equivalents	25	3,026	2,080
		3,424	2,371
Creditors - amounts falling due within one year	19	(1,572)	(1,120)
Net Current assets		1,852	1,251
Total assets less current liabilities		4,066	3,665
Creditors - amounts falling due after more than one year	20	(179)	(198)
Provisions			
Defined benefit obligations	21	(2,477)	(834)
Other provisions	21	(45)	(56)
Total net assets		1,365	2,577
Restricted Reserves			
Endowments	23	989	931
Other	26	10	10
Total restricted reserves		999	941
Unrestricted Reserves			
Endowments	23	317	308
Income and expenditure account	26	49	1,328
Revaluation Reserve	27	0	0
Total unrestricted reserves		366	1,636
Total Reserves		1,365	2,577

The financial statements on pages 24 - 52 were approved and authorised for issue by the Governing Body on 26th March 2020 and were signed on its behalf on that date by:-

John Graystone
Chair of Governors

Kathryn Robson
Chief Executive

STATEMENT OF CASH FLOWS

	Notes	2019 £'000	2018 £'000
Cash flow from operating activities			
Surplus/(Deficit) for the year		68	(201)
Adjustment for non-cash items			
Depreciation	16	182	182
(Increase)/decrease in debtors	18	(107)	125
Increase/(decrease) in creditors due within one year	19	452	42
Increase/(decrease) in creditors due after one year	20	(19)	(83)
Increase/(decrease) in provisions	21	(11)	(11)
Pension costs less contributions payable	33	140	207
Adjustment for investing or financing activities			
Interest receivable		(2)	(2)
Interest payable		-	-
Net cash flow from operating activities		703	259
Cash flows from investing activities			
Proceeds from sale of fixed assets		382	-
Interest receivable		2	2
Income from endowments	23	13	7
Payments made to acquire fixed assets	16	(140)	(29)
Payments made to acquire endowment assets	17	(251)	(87)
Proceeds from sale of endowment assets	17	242	84
Drawdown from endowments	23	-	(10)
		248	(33)
Cash flows from financing activities			
Interest paid		-	-
New secured loans		-	-
Repayments of amounts borrowed		-	-
		0	0
Increase / (decrease) in cash and cash equivalents in the year		951	226
Cash and cash equivalents at beginning of the year	24	2,121	1,895
Cash and cash equivalents at end of the year	24	3,072	2,121

Notes to the Accounts

1. Statement of accounting policies and estimation techniques

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

Basis of Preparation

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting for Further & Higher Education 2015 (the 2015 FE HE SORP), the College Accounts Direction for 2018 to 2019 and in accordance with Financial Reporting Standard 102 – “The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland” (FRS 102) and Companies Act 2006. The Organisation is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS 102.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Organisation’s accounting policies.

Basis of accounting

The financial statements are prepared in accordance with the historical cost convention modified by the revaluation of certain fixed assets.

Basis of Consolidation

The consolidated financial statements include the Organisation and its Branches for the financial year to 31 July 2019. Intra-group transactions have been eliminated and uniform accounting policies are applied across the group for the purposes of the consolidated financial statements.

Going Concern

The activities of the Organisation, together with the factors likely to affect its future development and performance are set out in the Strategic Report. The financial position of the Organisation, its cash flow, liquidity and borrowings are presented in the Financial Statements and accompanying Notes.

The Organisation has no loans outstanding as at 31st July 2019.

WEA Cymru and YMCA Wales CC merged on 1st August 2015 to become WEA YMCA CC Cymru (The Organisation). YMCA Wales CC was dissolved and the assets and liabilities transferred to the merged Organisation. On 5th November 2016 the Organisation was renamed Addysg Oedolion Cymru | Adult Learning Wales. The Organisation’s forecasts and financial projections indicate that it will be able to operate within this existing facility and covenants for the foreseeable future.

Accordingly, the Organisation has a reasonable expectation that it has adequate resources to continue in operational existence for the foreseeable future, and for this reason will continue to adopt the going concern basis in the preparation of its Financial Statements.

Statement of accounting policies (continued)

Recognition of income

Revenue grant funding

Government revenue grants include funding body recurrent grants and other grants and are accounted for under the accrual model as permitted by FRS 102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any under achievement for the Adult Education Budget is adjusted for and reflected in the level of recurrent grant recognised in the income and expenditure account. The final grant income is normally determined with the conclusion of the year end reconciliation process with the funding body following the year end, and the results of any funding audits.

The recurrent grant from the Welsh Government (WG) represents the funding allocations attributable to the current financial year and is credited direct to the Statement of Comprehensive Income.

Where part of a government grant is deferred, the deferred element is recognised as deferred income within creditors and allocated between creditors due within one year and creditors due after more than one year as appropriate.

Grants from non-government sources are recognised in income when the Organisation is entitled to the income and performance related conditions have been met. Income received in advance of performance related conditions being met is recognised as deferred income within creditors on the balance sheet and released to income as the conditions are met.

Capital grant funding

Government capital grants are capitalised, held as deferred income and recognised in income over the expected useful life of the asset, under the accrual model as permitted by FRS 102. Other, non-governmental, capital grants are recognised in income when the Organisation is entitled to the funds subject to any performance related conditions being met. Income received in advance of performance related conditions being met is recognised as deferred income within creditors on the Balance Sheet and released to income as conditions are met.

Fee income

Income from tuition fees is stated gross of any expenditure which is not a discount and is recognised in the period for which it is received.

Investment income

All income from short-term deposits is credited to the income and expenditure account in the period in which it is earned on a receivable basis. Income from restricted purpose endowment funds not expended in accordance with the restrictions of the endowment in the period is transferred from the income and expenditure account to accumulated income within endowment funds.

Agency arrangements

The Organisation in some cases acts as an agent in the collection and payment of the discretionary support fund, Financial Contingency Fund (FCF). Related payments received from the WG and subsequent disbursements to students totalling £1k (2018: £4k) are excluded from the income and expenditure of the Organisation where the Organisation is exposed to minimal risk or enjoys minimal economic benefit related to the transaction (note 32).

Where the Organisation has paid a third party direct, the related income and expenditure has been included within the income and expenditure of the Organisation (note 32).

Statement of accounting policies (continued)

Accounting for post-employment benefits

Post-employment benefits to employees of the Organisation are provided by the Teachers' Pension Scheme (TPS), the Local Government Pension Scheme (LGPS) and for some former YMCA Wales CC staff, the Aviva Pension Scheme. The TPS and LGPS are defined benefit plans, which are externally funded and contracted out of the State Second Pension. Aviva is also a defined benefit plan with the assets of the plan being held in separate trustee administered funds.

Teachers' Pension Scheme (TPS)

The TPS is an unfunded scheme. Contributions to the TPS are calculated so as to spread the cost of pensions over employees' working lives with the Organisation in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by qualified actuaries on the basis of valuations using a prospective benefit method.

The TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution plan and the contributions recognised as an expense in the income statement in the periods during which services are rendered by employees.

Cardiff & Vale and Gwynedd Local Government Pension Scheme (LGPS)

The LGPS is a funded scheme. The assets of the LGPS are measured using closing fair values. LGPS liabilities are measured using the projected unit credit method and discounted at the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred.

Net interest on the net defined benefit liability/asset is also recognised in the Statement of Comprehensive Income and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in interest and other finance costs.

Actuarial gains and losses are recognised immediately in actuarial gains and losses.

Short term Employment benefits

Short term employment benefits such as salaries and compensated absences (holiday pay) are recognised as an expense in the year in which the employees render service to the Organisation. Any unused benefits are accrued and measured as the additional amount the Organisation expects to pay as a result of the unused entitlement.

Enhanced Pensions

The Organisation incurred enhanced pension costs during the year of £10k relating to 3 former members of Coleg Harlech staff that left its employment, by arrangement, prior to the merger with the WEA (North Wales) in 2001. Due to uncertainty over life expectancy it is not possible to profile the enhanced pension provision. These costs have been charged against the enhanced pension provision in the balance sheet.

Statement of accounting policies (continued)

Non-current Assets - Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and impairment losses. Certain items of fixed assets that have been revalued to fair value on or prior to the date of transition to the 2015 FE HE SORP, are measured on the basis of deemed cost, being the revalued amount at the date of that revaluation.

Where parts of a fixed asset have different useful lives, they are accounted for as separate items of fixed assets.

Where tangible fixed assets are acquired with the aid of specific Government grants, they are capitalised and depreciated as above. The related Government grants are credited to a deferred income account within creditors, and are released to the income and expenditure account over the expected useful economic life of the related asset on a systematic basis consistent with the depreciation policy. The deferred income is allocated between creditors due within one year and those due after more than one year.

Land & Buildings

Freehold and long leasehold buildings are depreciated on a straight line basis over their expected useful lives as follows:-

- | | |
|-------------------------|--|
| • Freehold | 20-50 years / 2%-5% per annum |
| • Leasehold | 50 years / 2% per annum from 1 August 2015 |
| • Property Improvements | 5 years / 20% per annum |

Freehold land is not depreciated as it is considered to have an infinite useful life.

Land, buildings and property improvements are stated in the balance sheet at either purchase cost or revaluation cost less depreciation costs. Cost includes the original purchase price of the asset and the costs attributable to bringing the asset to its working condition for its intended use.

Freehold and long leasehold buildings are depreciated over their expected useful economic life to the Organisation of between 20 and 50 years. The Organisation has a policy of depreciating major adaptations to buildings over the period of their useful economic life of between 20 and 50 years.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying amount of any fixed asset may not be recoverable.

On adoption of FRS 102, the Organisation followed the transitional provision to retain the book value of land and buildings.

Subsequent expenditure on existing tangible fixed assets

Where significant expenditure is incurred on tangible fixed assets after initial purchase it is charged to income in the period it is incurred, unless it increases the future benefits to the Organisation, in which case it is capitalised and depreciated on the relevant basis.

Statement of accounting policies (continued)

Equipment

Equipment costing less than £1,000 per individual item is recognised as expenditure in the period of acquisition. All other equipment is capitalised at cost.

Inherited equipment and other capitalised equipment is depreciated on a straight-line basis over its remaining useful economic life as follows:

- | | |
|------------------------------------|-------------------------|
| • General Equipment | 5 years / 20% per annum |
| • Computer Equipment | 4 years / 25% per annum |
| • Motor Vehicles | 5 years / 20% per annum |
| • Furniture, fixtures and fittings | 5 years / 20% per annum |

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Comprehensive Income.

Borrowing costs

Borrowing costs are recognised as expenditure in the period in which they are incurred.

Leased assets

Costs in respect of operating leases are charged on a straight-line basis over the lease term to the Statement of Comprehensive Income and Expenditure. Any lease premiums or incentives relating to leases signed after 1st August 2014 are spread over the minimum lease term. The Organisation has taken advantage of the transitional exemptions in FRS 102 and has retained the policy of spreading lease premiums and incentives to the date of the first market rent review for leases signed before 1st August 2014.

The Organisation does not have any finance leases.

Investments and Endowments

Listed investments held as current asset investments which relate to endowment assets are stated at fair value, with movements recognised in the Statement of Comprehensive Income.

The general purpose endowments are classified as an investment in the balance sheet in line with the Statement of Recommended Practice: *Accounting for Further & Higher Education 2015* (the 2015 FE&HE SORP).

Inventories

The Organisation does not hold inventories.

Cash and cash equivalents

Cash includes cash in hand, deposits repayable on demand, and overdrafts. Deposits are repayable on demand if they are in practice available within 24 hours without penalty.

Statement of accounting policies (continued)

Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash with insignificant risk of change in value. An investment qualifies as a cash equivalent when it has maturity of 3 months or less from the date of acquisition. The Organisation had no cash equivalents during the year.

Financial liabilities and equity

Financial liabilities and equity are classified according to the substance of the financial instrument's contractual obligations, rather than the financial instrument's legal form.

All loans, investments and short term deposits held by the Organisation are classified as basic financial instruments in accordance with FRS 102. These instruments are initially recorded at the transaction price less any transaction costs (historical cost). FRS 102 requires that basic financial instruments are subsequently measured at amortised cost, however the Organisation has calculated that the difference between the historical cost and amortised cost basis is not material and so these financial instruments are stated on the balance sheet at historical cost.

Foreign currency translation

Transactions denominated in foreign currencies are recorded using the rate of exchange ruling at the date of the transaction. There were no monetary assets and liabilities denominated in foreign currencies at year end.

Taxation

The Organisation is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Organisation is potentially exempt from taxation in respect of income or capital gains received within categories covered by sections 478-488 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The Organisation is also exempt in respect of Value Added Tax on all services it provides and therefore unable to recover input VAT it suffers on goods and services purchased. Irrecoverable VAT on inputs is included in the costs of such inputs and added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature.

Provisions and contingent liabilities

Provisions are recognised when

- the Organisation has a present legal or constructive obligation as a result of a past event,
- it is probable that a transfer of economic benefit will be required to settle the obligation, and
- a reliable estimate can be made of the amount of the obligation.

Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value using a pre-tax discount rate. The unwinding of the discount is recognised as a finance cost in the statement of comprehensive income in the period it arises.

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

Statement of accounting policies (continued)

Contingent liabilities are not recognised in the balance sheet but are disclosed in the notes to the financial statements.

Judgements in applying accounting policies and key sources of estimation uncertainty

In preparing these financial statements, management have made the following judgements:

- Determine whether leases entered into by the Organisation either as a lessor or a lessee are operating or finance leases. These decisions depend on an assessment of whether the risks and rewards of ownership have been transferred from the lessor to the lessee on a lease by lease basis.
- Determine whether there are indicators of impairment of the Organisation's tangible assets, including goodwill. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Other key sources of estimation uncertainty

- ***Tangible fixed assets***

Tangible fixed assets, other than investment properties, are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as technological innovation and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining life of the asset and projected disposal values.

- ***Local Government Pension Scheme***

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 33, will impact on the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 July 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

Notes to the accounts (continued)

		2019	2018
	Note	£'000	£'000
2 Welsh Government (WG) Grants			
WG Recurrent grant		6,230	5,742
Release of WG capital grants	22	116	83
Maintenance & other Capital funding		216	42
WG non recurrent grants (ALN, FCF)		60	66
Total		6,622	5,933
3 Tuition Fees and Education Contracts			
Education Contracts		40	40
Tuition Fees		406	451
Other fees including exam fees		19	6
Total		465	497
4 Other Grants and Contracts			
European Social Fund		43	74
Other Grants and Contracts		50	32
Total		93	106
5 Other Income			
Release of other government capital grants	22	-	-
Individual Subscriptions, Affiliations, Donations		2	2
Reimbursement of staff salaries		-	-
Room rental		8	8
Other miscellaneous		10	15
Total		20	25
6 Branch income		16	-
7 Investment Income			
Interest receivable		2	2
Total		2	2
8 Net return on pension scheme	33	-	-
9 Donations		-	-

Notes to the accounts (continued)

10 Staff numbers and costs

The average weekly number of persons (including key management personnel) employed by the Organisation during the year, described as full-time equivalents was:

	Note	Year ended 31 July 2019		Year ended 31 July 2018	
		No.	£'000	No.	£'000
Teaching & Learning departments		97	3,360	95	2,969
Teaching & Learning support services		3	105	3	90
Other support services		1	30	1	8
Administration and central services		31	1,280	32	1,246
General Education		1	50	1	45
Premises		1	20	1	19
Sub-Total		134	4,845	133	4,377
Exceptional Restructuring costs			108		193
Total		134	4,953	133	4,570

		2019	2018
		£'000	£'000
Staff Costs for the above persons			
Wages and Salaries		3,797	3,459
Social security costs		289	269
Other pension costs	33	962	889
Payroll sub total		5,047	4,617
Contracted out staffing services		251	268
		5,298	4,885
Restructuring costs	Contractual	39	165
	Non-Contractual	69	28
Total Staff costs		5,406	5,078

11 Key management personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Organisation and are represented by the Senior Management Team (SMT) which comprises the Chief Executive (Accounting Officer), Head of Curriculum and Performance and Head of Learner Services and Resources for the period ending 31 July 2019. Staff costs for 2018 include compensation paid to key management personnel for loss of office.

Notes to the accounts (continued)**11 Key management personnel (continued)****Emoluments of Key management personnel, Accounting Officer and other higher paid staff**

	2019 No.	2018 No.
The number of key management personnel, Accounting Officer and other higher paid staff	3	4

The number of key management personnel (2019: 2 female, 1 male; 2018: 2 female, 2 male) and other staff who received annual emoluments, excluding employer contributions to national insurance and pensions but including benefits in kind, in the following ranges was:

	Key management personnel		Other staff	
	2019 No.	2018 No.	2019 No.	2018 No.
£40,001 to £50,000 p.a.	-	3	-	-
£50,001 to £60,000 p.a.	2	-	-	-
£60,001 to £70,000 p.a.	-	-	-	-
£70,001 to £80,000 p.a.	1	1	-	-
	3	4	0	0

Notes to the accounts (continued)**11 Key management personnel (continued)**

Key management personnel compensation is made up as follows:

	2019	2018
	£'000	£'000
Salaries - gross of salary sacrifice and waived emoluments	181	268
Benefits in kind	-	-
	<u>181</u>	<u>268</u>
Pension Contributions	<u>46</u>	<u>47</u>
Total key management personnel compensation	<u>227</u>	<u>315</u>

The above compensation includes amounts paid to the Chief Executive who is the Accounting Officer and who is also the highest paid member of staff. Their pay and remuneration is as follows:

	2019	2018
	£'000	£'000
Salaries	79	77
Benefits in kind	-	-
	<u>79</u>	<u>77</u>
Pension Contributions	<u>20</u>	<u>20</u>

The Council is aware of its obligations under the Welsh Government's 2017 publication 'Transparency of Senior Remuneration in the Devolved Welsh Public Sector'. The Chief Executive's remuneration is subject to an annual review by the Search Committee, which uses benchmarking information to provide objective guidance on it; however, this did not take place in 2018/19. The Chief Executive reports to the Chair and Vice Chairs of the Council, who undertake an annual review of performance against the Organisation's goals, using qualitative and quantitative measures of performance.

Compensation for loss of office paid to former key management personnel

	2019	2018
	£'000	£'000
Compensation paid to former post-holders - contractual	-	44
Compensation paid to former post-holders - non contractual	-	24
Estimated value of other benefits, including provisions for pension benefits	-	-
Number of post-holders	-	1

The 2018 severance payments process was approved by the Council.

Of the Governing Body, four staff members were the only Governors paid as employees of the Organisation during the year. Three were Staff Governors and one a Regional Governor. All other Governors only received payment for reimbursement of travel and subsistence expenses incurred in the course of their duties.

Notes to the accounts (continued)

	Note	2019 £'000	2018 £'000
12 Other operating expenses			
Teaching costs		169	175
Non teaching costs:			
Teaching support services		179	205
Other support services		73	76
Administration and central services		536	459
General Education including Marketing & Promotional		102	102
Premises Costs		455	437
Consultancy		27	13
Branch Expenditure		3	-
Total		1,544	1,467

Other operating expenses include:

Auditors' Remuneration:

External audit	Financial	10	14
	Other	4	4
		14	18
Internal audit		9	9

13 Interest and other finance costs

	2019 £'000	2018 £'000
Net interest on defined pension liability 33	18	37
Interest on bank loans, overdrafts and other loans	-	-
Finance Leases	-	-
Total	18	37

14 Taxation

The trustees do not believe that the Organisation, as a registered charity, was liable for any corporation tax arising out of its activities during either year.

15 Surplus/(deficit) on Continuing Operations for the period

	2019 £'000	2018 £'000
The Organisation's surplus / (deficit) for the year	68	(201)

Notes to the accounts (continued)

16 Tangible Fixed Assets	Freehold Land & Buildings £'000	Long Leasehold Land & Buildings £'000	Property Improve- ments £'000	Equip- ment £'000	Furniture, Fixtures & Fittings £'000	Motor Vehicles £'000	Total £'000
Cost or valuation							
At 1 August 2018	3,078	272	289	2,689	144	0	6,472
Additions	-	-	-	138	2	-	140
Disposals	(1,565)	(272)	-	-	-	-	(1,837)
At 31 July 2019	1,513	0	289	2,827	146	0	4,775
Depreciation							
At 1 August 2018	2,370	47	176	2,586	118	0	5,297
Charge for the year	39	-	42	86	15	-	182
Disposals	(1,565)	(47)	-	-	-	-	(1,612)
At 31 July 2019	844	0	218	2,672	133	-	3,867
Net Book Value at 31 July 2019	669	0	71	155	13	-	908
Net Book Value at 31 July 2018	708	225	113	103	26	-	1,175

The Wern Fawr and Lower Buildings of the Harlech site along with the Llanishen site were disposed of during 2018/19.

The Net Book Value of equipment does not include any amounts in respect of assets held under finance leases.

17 Investments

	2019 £'000	2018 £'000
Endowment Assets		
Balance at 1 August	1,239	1,182
Purchases of assets	250	86
Sales of assets	(242)	(84)
Revaluation of endowment assets	-	-
Appreciation of endowment	54	60
Movement in cash balances	5	(5)
Balance at 31 July	1,306	1,239
Represented by:		
Equities, Bonds, Other	1,108	1,046
Cash and deposits	48	43
Land	150	150
	1,306	1,239

18 Trade and other receivables

	2019 £'000	2018 £'000
Amounts falling due within one year:		
Trade receivables	99	88
Prepayments and accrued income	299	203
	398	291

Notes to the accounts (continued)

19	Creditors: amounts falling due within one year		2019 £'000	2018 £'000
		Notes		
	Trade payables		53	55
	Other taxation and social security		83	66
	Accruals - annual leave		90	71
	Accruals - other		717	666
	Deferred income - government capital grants	22	116	83
	Deferred income - government revenue		324	55
	Deferred income - other		189	124
	Total		1,572	1,120

20	Creditors: amounts falling due after one year			
	Deferred income - government capital grants	22	179	198
	Total		179	198

21	Provisions	Defined benefit obligations £'000	Enhanced pensions £'000	Total £'000
	At 1 August 2018	834	56	890
	Expenditure in the period	(686)	(11)	(697)
	Additions in the period	2,329	-	2,329
	At 31 July 2019	2,477	45	2,522

Defined benefit obligations relate to the liabilities under the Organisation's membership of the Local Government Pension Scheme. Further details are given in Note 33.

The enhanced pension provision relates to the projected costs of 3 former members of Coleg Harlech staff that left its employment by arrangement prior to the merger with the WEA (North Wales) in 2001. Due to uncertainty over life expectancy it is not possible to profile the enhanced pension provision.

22	Deferred income - Government Capital Grants	£'000
	At 1 August 2018	281
	Additional funding received	130
	Released to income & expenditure account	(116)
	At 31 July 2019	295

Notes to the accounts (continued)

23 Endowments

Period Ended 31 July 2019					
	Restricted Books, Prizes & Learning Supp Materials Fund £'000	Bursaries & Scholar- ships Fund £'000	Books, Prizes & Learning Supp Materials Fund £'000	General Purposes Fund £'000	Total £'000
At 1 August 2018 as previously stated	931	212	66	30	1,239
Appreciation of Endowment Investments	47	3	3	1	54
Investment Income for year	19	1	1	1	22
Draw down from Endowments	-	-	-	-	-
Investment Management Expenses	(8)	-	(1)	-	(9)
At 31 July 2019	989	216	69	32	1,306
Split of Endowments					
Endowments Investments	989	66	69	32	1,156
Endowments Fixed Assets	-	150	-	-	150
	989	216	69	32	1,306

The Fixed Asset Endowments of £150,000 above refer to land owned at Astor Fields, Harlech. This was gifted for use as a general asset of the Organisation. A further £167,000 of the Endowments Investments (divided between all three of the defined Funds) are unrestricted in their application. The headings of the unrestricted funds reflect historical decisions of Coleg Harlech Workers' Educational Association North Wales (CHWEAN).

The majority of the Endowments total, however, is formed of the Tudor Bowen Jones Fund: this is a restricted fund of £989,000 included within the Books, Prizes and Learning Support Materials Fund above. Under the terms of the benefactor's will, the original capital amount that established this Fund is to be retained intact by the organisation until 2091. The income on that initial capital endowment can be drawn down in order to provide educational resources and materials for the Tudor Bowen Jones Library. In 2018/19: none (2017/18: none) of this income was used to purchase such materials.

Period Ended 31 July 2018					
	Restricted Books, Prizes and Learning Support Materials Fund £'000	Bursaries & Scholar- ships Fund £'000	Books, Prizes and Learning Support Materials Fund £'000	General Purposes Fund £'000	Total £'000
At 1 August 2017 as previously stated	880	210	64	28	1,182
Appreciation of Endowment Investments	56	1	2	1	60
Investment Income for year	17	1	1	1	20
Draw down from Endowments	(10)	-	-	-	(10)
Investment Management Expenses	(12)	-	(1)	-	(13)
At 31 July 2018	931	212	66	30	1,239
Split of Endowments					
Endowments Investments	931	62	66	30	1,089
Endowments Fixed Assets	-	150	-	-	150
	931	212	66	30	1,239

Notes to the accounts (continued)

24	Cash and Cash Equivalents	1 August 2018	Cash flows	31 July 2019
		£'000	£'000	£'000
	Cash and cash equivalents	2,070	946	3,016
	Restricted Funds	10	0	10
	Endowment Asset investments	41	5	46
	Total	2,121	951	3,072

25	Cash and Cash Equivalents	Note	2019 £'000	2018 £'000
	Cash		-	1
	Co-op Bank accounts		-	-
	Handelsbanken bank accounts		1,782	1,453
	Branch Bank accounts		34	21
	Barclays Bank accounts		1,200	595
	HSBC		-	-
			3,016	2,070
	Restricted Fund Accounts:			
	Keith Evans Fund Account		5	5
	Alwyn Evans Fund Account		5	5
	Dil Llewellyn Fund Account		-	-
	Total cash & cash equivalents		3,026	2,080

26	Movement on General Reserves		2019 £'000	2018 £'000
	Income & Expenditure Account Reserve			
	At 1 August		1,305	586
	Surplus for the year on continuing operations		68	(201)
	Transfer to branch reserves		(11)	-
	Gain on disposal of assets		156	-
	Actuarial gain/ (loss) in respect of pension scheme	33	(1,503)	920
			15	1,305
	Branch reserves			
	At 1 August		23	23
	Movement for year		11	-
			34	23
	Total general reserve		49	1,328
	Balance Represented by:			
	Pension Reserve (FRS 102 (28))	33	(2,477)	(834)
	Income and expenditure account reserve excluding pension reserve		2,526	2,162
	As at 31 July		49	1,328
	Restricted Reserves			
	Keith Evans Fund Account (Summer School/Scholarships)		5	5
	Alwyn Evans Fund Account (Residential/Scholarships)		5	5
	Dil Llewellyn Fund Account		-	-
	As at 31 July		10	10

Notes to the accounts (continued)

27 Revaluation Reserve	2019 £'000	2018 £'000
At 1 August	-	-
Transfer from Revaluation Reserve to General Reserve in Revaluation of assets	-	-
At 31 July	<u>-</u>	<u>-</u>

28 Capital Commitments

There were no capital commitments at year end.

29 Lease Obligations

At 31 July the Organisation had minimum lease payments under non-cancellable operating leases as follows:

Future minimum lease payments due	2019 £'000	2018 £'000
Land and buildings		
Not later than one year	55	55
Later than one year and not later than five years	71	126
Later than five years	-	-
	<u>126</u>	<u>181</u>
Other		
Not later than one year	21	21
Later than one year and not later than five years	8	29
Later than five years	-	-
	<u>29</u>	<u>50</u>

30 Exceptional Items

There were no exceptional items during the year.

Notes to the accounts (continued)**31 Related Party Transactions**

Due to the nature of the Organisation's operations and the composition of the Governing Body being drawn from local public and private sector organisations, it is inevitable that transactions will take place with organisations in which a member of the Governing Body may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Organisation's financial regulations and normal procurement procedures.

The total expenses paid to Governors during the year was £6,408; 21 Governors (2018: £8,105; 21 Governors). This represents travel and subsistence expenses and other out of pocket expenses incurred in attending Governor meetings and charity events in their official capacity.

During the year 4 staff Governors received remuneration from the Organisation to the value of £60,886 (2018: 3 staff Governors; £66,189.). No other Governor has received remuneration or waived payments from the Organisation during the year (2018: nil).

Neath & Port Talbot CBC - Councillor Sonia Reynolds was a Governor of the Organisation during the year. Sales transactions in the year amounted to £4,770 (2018: £10,090). There were no balances outstanding at the year end (2018: nil).

Canolfan Maerdy - Councillor Sonia Reynolds was a Governor of the Organisation during the year and a Director of Canolfan Maerdy. Sales transactions in the year amounted to £30 (2018: £200). There were no balances outstanding at the year end (2018: £nil).

Wales TUC Cymru - Julie Cook was a Governor of the Organisation during the year and employed by Wales TUC Cymru. Sales transactions in the year amounted to £171,704 (2018: £104,713). There were no balances outstanding at the year end (2018: £30,439).

Bridgend CBC - Guy Wallace Smith was a Governor of the Organisation during the year and employed by Bridgend CBC. Sales transactions amounted to £1,428 (2018: £ 2,184). There were no balances outstanding at the year end (2018: nil).

Carmarthenshire CC - Suzanne Samuel was a Governor of the Organisation during the year and employed by Carmarthenshire CBC. Sales transactions amounted to £280 (2018: £90). There were no balances outstanding at the year end (2018: nil).

Cardiff & Vale College - Daryl Leeworthy was a Governor of the Organisation during the year and employed by Cardiff & Vale College. Sales transactions amounted to £5,376 (2018: nil). There were balances outstanding at the year end of £5,376 (2018: nil). Purchase transactions amounted to £7,877 (2018: nil). There were no balances outstanding at the year end (2018: nil).

32 AMOUNTS DISBURSED AS AGENT**Learner Support Fund - Financial Contingency Fund (FCF)**

	Year Ended 31 July 2019 £'000	Year Ended 31 July 2018 £'000
WG Grant for year	59	64
Interest earned	0	0
	59	64
Paid to third party *	49	56
Disbursed to students **	1	4
Other including administration costs	2	2
Balances unspent as at 31 July, including accrued income	7	2

Welsh Government FCF grants are available solely for eligible students.

* Where the Organisation has paid a third party, the related Income and Expenditure has been included within the Statement of Comprehensive Income.

** Where the Organisation acts as a paying agent the grants and related disbursements are excluded from the Statement of Comprehensive Income.

Notes to the accounts (continued)**33 Pension and Similar Obligations**

The Organisation's employees belong to two principal post-employment plans: The Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and The Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by City and County of Cardiff and Gwynedd Council. Both are multi-employer defined-benefit plans.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was 31 March 2016 and of the LGPS 31 March 2016.

Total pension cost for the year	2019 £'000	2018 £'000
Teachers' Pension Scheme (TPS): contributions paid	155	158
Aviva Pension Scheme	0	10
Local Government Pension Scheme:		
Contributions paid Cardiff & Vale of Glamorgan (CVG)	452	371
Contributions paid Gwynedd (GC)	233	180
FRS 102 (28) charge Cardiff & Vale	99	89
FRS 102 (28) charge Gwynedd	<u>23</u>	<u>81</u>
Charge to the Statement of Comprehensive Income	806	721
Enhanced pension charge to Inc & Exp Account (Staff costs)	-	-
Total Pension Cost for Year within staff costs	<u>962</u>	<u>889</u>

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year (2017/18: nil, included within creditors).

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory defined benefit scheme, governed by the Teachers' Pensions Regulations 2010, and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. These regulations apply to teachers in schools and other educational establishments, including colleges. Membership is automatic for teachers and lecturers at eligible institutions. Teachers and lecturers are able to opt out of the TPS.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - these contributions, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Act. Retirement and other pension benefits are paid by public funds provided by Parliament.

Under the definition set out in FRS 102 (28.11), the TPS is a multi-employer pension plan. The Organisation is unable to identify its share of the underlying assets and liabilities of the plan.

Accordingly, the Organisation has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined-contribution plan. The Organisation has set out above the information available on the plan and the implications for the Organisation in terms of the anticipated contribution rates.

The valuation of the TPS is carried out in line with regulations made under the Public Service Pension Act 2013. Valuations credit the teachers' pension account with a real rate of return assuming funds are invested in notional investments that produce that real rate of return.

Notes to the accounts (continued)**33 Pension and Similar Obligations (continued)**

The latest actuarial review of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education (DfE) in April 2019. The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196 billion giving a notional past service deficit of £22 billion.

As a result of the valuation, new employer contribution rates were set at 23.68% of pensionable pay from September 2019 onwards (compared to 16.48% during 2018/19. DfE has agreed to pay a teacher pension employer contribution grant to cover the additional costs during the 2019-20 academic year.

A full copy of the valuation report and supporting documentation can be found on the Teachers' Pension Scheme website.

The pension costs paid to TPS in the year amounted to £155,391 (2018: £158,426).

Local Government Pension Scheme

The LGPS is a funded defined-benefit plan, with the assets held in separate funds administered by City and County of Cardiff (CCC) and Gwynedd Council (GC). The total contribution made for the year ended 31 July 2019 was £840,465 of which employer's contributions totalled £684,399 and employees' contributions totalled £156,066. The agreed contribution rates for future years are 25.6% for Cardiff & Vale of Glamorgan LGPS and 24.7% for Gwynedd LGPS for employers and range from 5.5% to 12.5% for employees, depending on salary.

Local Government Pension Scheme - Cardiff & Vale of Glamorgan LGPS**Principal Actuarial Assumptions**

The following information is based upon a full actuarial valuation of the fund at 31 March 2016 updated to 31 July 2019 by a qualified independent actuary:

	At 31 July 2019	At 31 July 2018
	% pa	% pa
Discount rate	2.2	2.8
RPI Inflation	3.2	3.2
CPI Inflation	2.2	2.1
Pension Increase	2.2	2.1
Pension accounts revaluation rate	2.2	2.1
Salary increases	3.2	3.1

Mortality Assumptions

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	At 31 July 2019	At 31 July 2018
	years	years
<i>Retiring today</i>		
Male	22.1	23.1
Female	24.5	25.8
<i>Retiring in 20 years</i>		
Male	22.7	24.2
Female	25.6	27.2

Notes to the accounts (continued)**33 Pension and Similar Obligations (continued)****Local Government Pension Scheme - Cardiff & Vale of Glamorgan LGPS (continued)****Asset allocation and expected return on assets**

	Value at 31 July 2019	Value at 31 July 2018
	%	%
Equities	64.9	65.9
Property	7.2	6.5
Government bonds	9.9	10.5
Corporate bonds	11.0	10.2
Cash	1.9	1.7
Other	5.1	5.2
Total	100	100

Reconciliation of funded status to Balance Sheet

The amount included in the balance sheet in respect of the defined benefit pension plan is as follows:

	2019 £'000	2018 £'000
Fair value of plan assets	6,627	5,457
Present value of plan liabilities	(7,433)	(5,626)
Net pensions (liability)/asset	(806)	(169)

The split of the liabilities at the last valuation between the various categories of members is as follows:

Active members	67%
Deferred Pensioners	9%
Pensioners	24%

Amounts recognised in the Statement of Comprehensive Income in respect of the plan are as follows:

	2019 £'000	2018 £'000
Amounts included in staff costs		
Current service cost	552	459
Past service costs	-	-
Total	552	459

Amounts included in Finance costs (Note 13)

Net interest on defined pension liability	(1)	5
	551	464

Total Amount recognised in Other Comprehensive Income

Return on pension plan assets	181	196
Experience gains/(losses) arising on defined benefit obligations	(720)	113
Total amount recognised in Other Comprehensive Income	(539)	309

Notes to the accounts (continued)

33 Pension and Similar Obligations (continued)

Local Government Pension Scheme - Cardiff & Vale of Glamorgan LGPS (continued)

	2019 £'000	2018 £'000
Actual Return on Assets		
Interest income on plan assets	164	128
Gain / (loss) on assets	181	196
Actual return on assets	345	324
	2019 £'000	2018 £'000
Movement in net defined benefit (liability) / asset during year		
Net defined benefit (liability) / asset in scheme at 1 August	(169)	(384)
Movement in year:		
Current service costs	(552)	(459)
Past service costs	0	-
Employer contributions	453	370
Net interest on the defined (liability) / asset	1	(5)
Actuarial gain / (loss)	(539)	309
Net defined benefit (liability) / asset in scheme at 31 July	(806)	(169)
	2019 £'000	2018 £'000
Changes to the present value of the defined benefit obligation		
Opening defined benefit obligation	5,626	5,101
Current Service Cost	552	459
Interest expense on defined benefit obligation	163	133
Contributions by Scheme participants	111	91
Experience (gains) / losses on defined benefit obligations	720	(113)
Net Benefits paid out	261	(45)
Past service cost	-	-
Closing defined benefit obligation	7,433	5,626
	2019 £'000	2018 £'000
Changes in the fair value of plan assets		
Opening fair value of plan assets	5,457	4,717
Interest income on plan assets	164	128
Remeasurement gains / (losses) on plan assets	181	196
Contributions by employer	453	370
Contributions by Scheme participants	111	91
Net benefits paid out	261	(45)
Closing fair value of plan assets	6,627	5,457

Deficit contributions

The Organisation has entered into an agreement with the Cardiff & Vale LGPS to make additional contributions of £22,000 (2018), £22,700 (2019) and £23,400 (2020) in addition to normal funding levels until the next full valuation at which point the situation will be reviewed again.

Notes to the accounts (continued)**33 Pension and Similar Obligations (continued)****Local Government Pension Scheme - Gwynedd LGPS****Principal Actuarial Assumptions**

The following information is based upon a full actuarial valuation of the fund at 31 March 2016 updated to 31 July 2019 by a qualified independent actuary:

	At 31 July 2019	At 31 July 2018
	% pa	% pa
Discount Rate	2.1	2.8
Pension Increase Rate	2.4	2.4
Salary Increase Rate	2.4	2.4

Mortality Assumptions

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	At 31 July 2019	At 31 July 2018
	years	years
<i>Retiring today</i>		
Male	22.0	22.0
Female	24.2	24.2
<i>Retiring in 20 years</i>		
Male	24.0	24.0
Female	26.4	26.4

Asset allocation and expected return on assets

	Value at	Value at
	31 July 2019	31 July 2018
	%	%
Equities	78	74
Property	8	8
Bonds	0	0
Cash	14	18
Total	100	100

Reconciliation of funded status to Balance Sheet

The amount included in the balance sheet in respect of the defined benefit pension plan is as follows:

	2019	2018
	£'000	£'000
Fair value of plan assets	6,642	6,607
Present value of plan liabilities	(8,313)	(7,272)
Net pensions (liability)/asset	(1,671)	(665)

Notes to the accounts (continued)**33 Pension and Similar Obligations (continued)****Local Government Pension Scheme - Gwynedd LGPS (continued)**

The split of the liabilities at the last valuation between the various categories of members is as follows:

Active members	37%
Deferred Pensioners	23%
Pensioners	40%

Amounts recognised in the Statement of Comprehensive Income in respect of the plan are as follows:

	2019	2018
	£'000	£'000
Amounts included in staff costs		
Current service cost	256	237
Past service costs	-	23
Total	256	260

Amounts included in Finance costs (Note 13)

Net interest on defined pension liability	19	32
Total	275	292

Amount recognised in Other Comprehensive Income

Return on pension plan assets	175	316
Experience gains/(losses) arising on defined benefit obligations	(1,139)	295
Total amount recognised in Other Comprehensive Income	(964)	611

	2019	2018
	£'000	£'000
Actual Return on Assets		
Interest income on plan assets	180	165
Gain / (loss) on assets	175	316
Actual return on assets	355	481

	2019	2018
	£'000	£'000
Movement in net defined benefit (liability) / asset during year		
Net defined benefit (liability) / asset in scheme at 1 August	(665)	(1,163)
Movement in year:		
Current service costs	(256)	(237)
Past service costs	0	(23)
Employer contributions	233	179
Net interest on the defined (liability) / asset	(19)	(32)
Actuarial gain / (loss)	(964)	611
Net defined benefit (liability) / asset in scheme at 31 July	(1,671)	(665)

Notes to the accounts (continued)

33 Pension and Similar Obligations (continued)

Local Government Pension Scheme - Gwynedd LGPS (continued)

	2019 £'000	2018 £'000
Changes to the present value of the defined benefit obligation		
Opening defined benefit obligation	7,272	7,262
Current Service Cost	256	237
Past Service Cost	-	23
Interest expense on defined benefit obligation	199	197
Contributions by Scheme participants	46	37
Experience (gains) / losses on defined benefit obligations	1,139	(295)
Net Benefits paid out	(599)	(189)
Closing defined benefit obligation	8,313	7,272
Changes in the fair value of assets		
Opening fair value of plan assets	6,607	6,099
Interest income on plan assets	180	165
Remeasurement gains / (losses) on plan assets	175	316
Contributions by employer	233	179
Contributions by Scheme participants	46	37
Net benefits paid out	(599)	(189)
Closing fair value of plan assets	6,642	6,607

The figures disclosed within these accounts relating to the Gwynedd Local Government Pensions schemes reflect the impact of the McCloud / Sergeant judgment which ruled that the transitional protection for some members of public service schemes implemented when they were reformed constituted age discrimination. This provision is just under 2% of the total scheme liability as at 31 March 2019. The calculation of adjustment to past service costs, £7 billion, arising from the outcome of the Court of Appeal judgment is based on a number of key assumptions including:

- the form of remedy adopted
- how the remedy will be implemented
- which members will be affected by the remedy
- the earning assumptions
- the withdrawal assumption.

The other financial and demographic assumptions adopted to calculate the past service cost are the same as those used to calculate the overall scheme liability. Adopting different assumptions, or making other adjustments to reflect behavioural changes stemming from the judgment, would be expected to change the disclosed past service cost. Similarly, allowing for variations in individual members' future service or salary progression is expected to produce higher costs. The past service cost is particularly sensitive to the difference between assumed long term general pay growth and the CPI. If the long term salary growth assumptions were 0.5% pa lower, then the past service cost disclosed here would be expected to reduce by 50% and conversely a 0.5% pa increase would increase the estimated cost by 65%.

