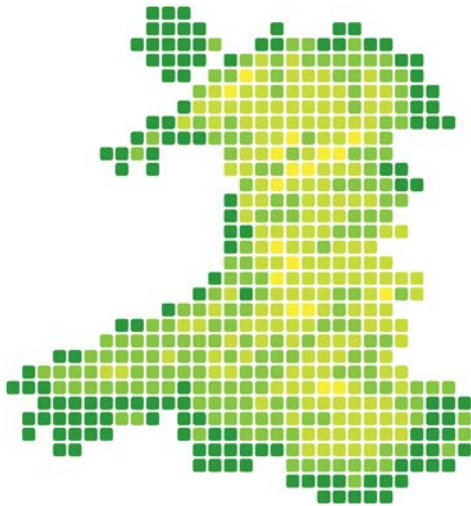


THE LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES



Comisiwn Ffiniau a
Democratiaeth Leol
Cymru



Local Democracy and
Boundary Commission
For Wales

***ANNUAL REPORT AND SUMMARY
FINANCIAL STATEMENTS
2014/2015***

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES

ANNUAL REPORT 2014/2015

Foreword

The Report is a reflection of the activities of the Commission during a year in which consideration was being given to significant changes that would potentially affect its future work. Welsh Government announced its aim to reduce the number of Principal Councils by future legislation; in the meantime it proposed legislation to enable the Commission to undertake early reviews of potential new authorities. The Commission has contributed fully to the process of making the proposed legislation by providing both written and oral evidence. It has been, therefore, a year of preparation, as well as one of continuing to improve the Commission's governance of its operations, and undertaking some review work. The Commission, aware of major changes that will impact on its work in 2015/2016, has worked to ready itself to meet those challenges.

Owen Watkin OBE DL
Chair
June 2015

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1. INTRODUCTION

The Commission

1.1 The Local Democracy Boundary Commission for Wales (the Commission) is a Welsh Government Sponsored Body (WGSB). The Commission was established in 1974 under the terms of the Local Government Act 1972 as the Local Government Boundary Commission for Wales and renamed under the terms of Section 2 of the Local Government (Democracy) (Wales) Act 2013 (the 2013 Act). The provisions of 2013 Act in respect of the Commission replace those of the 1972 Act.

1.2 The purpose of the Commission is:

To monitor the areas and electoral arrangements relevant to local government in Wales for the purpose of considering whether it is appropriate to make or recommend changes. In carrying out its duties the Commission must seek to ensure effective and convenient local government.

Membership

1.3 Three Commission members served throughout the year: Mr Owen Watkin, Mr Ceri Stradling and Mr David Powell. Mr Watkin is the Chair and his initial appointment was until 14 June 2015. In December 2014, the Minister for Public Services, Leighton Andrews AM announced that he had reappointed Mr Watkin for a further period until June 2019. The Commission's Deputy Chair is Mr Ceri Stradling and his and Mr Powell's appointments were for the period 1 April 2012 to 31 March 2015. The appointment periods of Mr Stradling and Mr Powell were extended to September 2015 to allow such time for a full and open recruitment process to be undertaken to appoint two additional members of the Commission. That process began in March 2015.

The Commission's Audit and Risk Committee is chaired by Mr Stradling.

The Commissioners held membership of other public bodies.

Mr Watkin was Deputy Lieutenant of Dyfed, a member of the Ramblers Association, a member of the Cambrian Mountains Society, a member of Treftadaeth Llandre Heritage, a member of the Institute of Welsh Affairs, a member of Amnesty International, a member of Cymdeithas Bob Owen, a member of Aberystwyth Probus Club and a member of Llancynfelyn Historical Society.

Mr Stradling was a member of the BBC Audience Council for Wales, a Fellow of the Institute of Chartered Accounts in England and Wales, a member of the Faculty of Finance Management, a member of the Chester and North Wales Society of Chartered Accountants, a member of the National Trust and a member of the Snowdonia National Park Authority.

Mr Powell was a member of the National Trust, a member of English Heritage, a member of Cardiff Athletic Club and a member of Glamorgan County Cricket Club.

The Commission's Independent Member of the Audit Committee is Mrs Julie James who was appointed for the period 1 September 2012 until 31 October 2015. Mrs

James was also an Independent Member of Hywel Dda Local Health Board, Non-Executive Director of the Local Government and Communities Director General Corporate Governance Committee, a Health Assessor for Welsh Government's Corporate Health Standard, a member of Marie Curie Cancer Care Advisory Board, a Director of South West Wales Regional Tourism Partnership, a Trustee of the National Botanical Garden of Wales a Trustee of Brecon Beacons Trust, a Non-Executive Director, Welsh Government Local Government Programme Board and a Non-Executive Director, Welsh Government Education and Skills Corporate Governance Committee.

The Commission's statutory auditor is the Auditor General for Wales who has sub-contracted this function to Grant Thornton.

Contracts exist for the provision of internal audit, legal, accountancy, translation and printing services.

The Secretariat

- 1.4 The Commission's Secretariat is located in Hastings House, Fitzalan Court, Cardiff. The Secretariat consisted of the posts of Chief Executive, Deputy Chief Executive, Finance Manager, Business Support Manager, four Review Officers and two Support Officers. For the last four months of the year one of the Review Officer posts was vacant.
- 1.5 Mr Steve Halsall is the Chief Executive and the Commission's designated Accounting Officer.
- 1.6 From 1 January 2002 the Commission's Secretariat has also undertaken the responsibility of providing a Secretariat to the Boundary Commission for Wales for its Reviews of the Parliamentary constituencies in Wales. The sponsor department of the Boundary Commission for Wales is the Cabinet Office.

Statutory Duties

- 1.7 The main duty of the Commission is to monitor the areas and electoral arrangements relevant to local government in Wales for the purpose of considering whether it is appropriate to make or recommend changes. To carry out that duty the Commission conducts such reviews as are required. In conducting reviews the Commission must seek to ensure effective and convenient local government.

Principal Area Boundaries

- i) The Commission may, of its own initiative or at the request of a local authority, conduct a review of one or more principal areas.
- ii) The changes the Commission may recommend are:
 - a) Such principal area boundary changes it considers appropriate, and
 - b) in consequence of any principal area boundary changes such community boundary changes, preserved county changes, community council changes or electoral arrangements as it considers appropriate.

Community Boundaries

- iii) Under specific circumstances contained in the legislation the Commission may conduct a review of one or more communities in a principal area.
- iv) The changes the Commission may recommend are:
 - a) Such community boundary changes it considers appropriate, and
 - b) in consequence of any community boundary changes such community council changes and associated changes to the electoral arrangements of the community or communities under review and the principal area as it considers appropriate.

Preserved Counties

- v) The Commission may conduct a review of one or more preserved counties and may recommend such changes as it considers appropriate.

Principal Area Electoral Arrangements

- vi) The Commission must conduct a review of the electoral arrangements for each principal area at least once every 10 years and must publish a programme which sets out the timetable for the reviews.
- vii) The changes the Commission may recommend are:
 - a) Such changes to the electoral arrangements for the principal area as it considers appropriate, and
 - b) in consequence of electoral arrangement changes such community boundary changes, community council changes, changes to community electoral arrangements and preserved county changes as it considers appropriate.

Review Procedure

- 1.8 Chapter 4 of the 2013 Act lays down procedural guidelines to be followed when undertaking all reviews. The basic stages of a review are:
- i) An announcement of the review's commencement in which initial suggestions and comments are invited by a specified date;
 - ii) The publication of the Commission's draft proposals when comments on them are similarly invited by a specified date; and
 - iii) The publication of final proposals after which any further comments must be addressed to the Welsh Government.

2 OBJECTIVES

- 2.1 The Commission is a statutory body that is sponsored by the Democracy, Ethics and Partnerships Division of the Welsh Government. As a Welsh Government Sponsored Body the Commission receives an annual remit letter that sets out the Minister for Public Services' priorities for the Commission for the coming year. The Commission must also follow the statutory functions and responsibilities as set out in legislation. The Commission's main statutory function is to make recommendations to Welsh Ministers for effecting changes to local government boundaries and local government electoral arrangements that seek to ensure effective and convenient local government.
- 2.2 The Commission is subject to periodic Policy Reviews that provide medium term strategic and policy guidelines for the Commission's annual plans. The last Policy Review of the Commission was undertaken by the Wales Audit Office in 2008. This was followed by an Independent Review of the Commission (the Mathias Review) in 2011.
- 2.3 The Commission's Corporate Plan agreed in December 2014 sets out the corporate objectives as follows:
- Ensuring principal area electoral arrangements are fit for purpose – developing a programme of electoral reviews in line with Welsh Government policy objectives.
 - Ensuring community boundaries and electoral arrangements are fit for purpose - Work with principal councils to ensure Community boundaries and electoral arrangements are regularly reviewed and coordinated with the programme of electoral reviews.
 - Ensuring the boundaries of principal council areas are fit for purpose – As appropriate review principal area boundaries.
 - Developing the effectiveness and efficiency of our business – Maintain a high level of Corporate Governance, constantly engage with stakeholders to create a reputation for excellence in all that we do and ensure that the skills of the staff are developed and maintained.
 - Ensuring that the Welsh Government's principles in respect of sustainable development, equality and diversity and the Welsh language are embedded in our work.

Targets

- 2.4 The procedures to be followed when undertaking a review are defined by statute, requiring the Commission to inform and consult widely and take into account representations before making any final proposals to the Welsh Government.
- 2.5 Within the legislation the period for representations is defined as a period of not less than 6, nor more than 12, weeks. Targets are set within the period of a review for the stages of publicity and consultation, the production of draft and final reports and the time needed for assessing the issues involved.

2.6 The Local Government (Democracy) (Wales) Act 2013 provided for a ten-year programme of electoral reviews. The Commission accordingly devised a ten-year programme of reviews the first of which was to start in January 2014. The Commission on Public Service Governance and Delivery reported to the First Minister on 20 January 2014 recommending a change to the make-up and operation of Wales' 22 Principal Councils. In order to avoid any nugatory work, pending the Welsh Government's response to the Report and Recommendations, the electoral review programme was suspended.

3. THE WORK OF THE COMMISSION DURING 2014-15

Meetings

- 3.1 The Commission has a programme of monthly meetings. Eleven Commission and three Audit and Risk Assurance Committee meetings were held during 2014-15.

Principal Area Reviews

- 3.2 The Commission did not undertake any reviews of boundaries between principal authorities during the year.

Community Reviews

- 3.3 The Commission received a report from Flintshire County Council that made proposals for changes to boundaries and electoral arrangements of communities in their area. The Commission considered the Council's report and proposals and in the course of doing so identified an issue with a particular area that the Commission considered had not been satisfactorily addressed in the Council's review. The Commission therefore gave consideration to changes in respect of the Flint Mountain area of the Community of Flint. The Commission's Draft Proposals for this area were published in January 2015. The closing date for representations was 22 April 2015.
- 3.4 The Commission received a report from Rhondda Cynon Taf County Borough Council that made proposals for changes to boundaries and electoral arrangements of communities in their area. The Commission has begun its consideration of these proposals.

Reviews of Electoral Arrangements

- 3.5 The Commission published its Final Proposals for the review of the County of Pembrokeshire in December 2014.

Corporate Governance

- 3.6 Each quarter the Chief Executive assessed the Commission's processes for producing the Governance Statement.
- 3.7 A system of financial reporting was operated that includes:
- Monthly budget reports signed off by the Chief Executive;
 - Month end processes signed off by the Chief Executive;
 - Fixed Asset Register checking; and
 - Budget report to each Commission meeting.
- 3.8 The Risk Management Policy was reviewed and amended in September 2014. Operational Risks were assessed at Team and Management meetings and where necessary fed into the Corporate Risks that were considered at each Commission meeting. The Audit and Risk Assurance Committee regularly assessed the risk assessment procedures. An item on Risk Management was considered at each Commission meeting and at each Audit and Risk Assurance Committee meeting. The internal audit conducted during the year gave a full assurance for the

Commission's corporate governance and a substantial assurance for the Commission's risk management.

- 3.9 The Code of Conduct for Staff and the Equal Opportunities Policy were revised during the year.

Legislation

- 3.10 In July 2014, Welsh Government published the White Paper 'Reforming Local Government'. The Commission provided a written response in September 2014. Following on from the White Paper, Welsh Government published the draft Local Government (Wales) Bill in January 2015. The provisions of this Bill are intended to allow for certain preparatory work to enable a programme of local government mergers and reform. The Bill also amends existing legislative provision in the Local Government (Democracy) (Wales) Act 2013 relating to electoral reviews. The Commission contributed to the National Assembly for Wales' Communities, Equality and Local Government Committee's scrutiny of the Bill by providing both written and oral evidence. In February 2015, Welsh Government published a second White Paper, 'Power to Local People' setting out the Welsh Government's proposals for local government reform. The Commission submitted a written response in March 2015.

Other Meetings

- 3.11 During the year representatives of the Commission held meetings with Leslie Griffiths AM (Minister for Local Government and Government Business), the Independent Remuneration Panel, Elections Planning Group, Welsh Local Government Association and Welsh Government. We also met with colleagues from the other UK Boundary Commissions.

Remit Letter

- 3.12 The Minister for Public Services' remit letter of 26 February 2015 sets out the role of the Commission in relation to the Welsh Government's strategic agenda and the deliverables expected of the Commission to help the Government achieve its goals. The remit letter set the following specific objectives for the Commission for 2015-16:

- Review policies and practices in preparation for the commencement of the Local Government (Wales) Bill;
- Support principal councils in the conduct of community reviews;
- Develop a stakeholder engagement policy to ease the transition to merged authorities;
- Contribute constructively to consultations on reforming local government;
- Continue to review corporate governance, operating practices and overall preparedness to undertake the future program of electoral reviews.

The activities that will deliver objectives in these areas over the coming twelve months are included in Section 5, The Work of the Commission During 2015-16.

4. CORPORATE MANAGEMENT: POLICIES AND PRACTICE

Framework Document

- 4.1 The Framework Document describes the relationship between the Commission and the Welsh Government and requires the submission of Annual Operational Plans, Corporate Plans and Annual Reports and Accounts to the Welsh Government for the purposes of planning, budgeting and assessing performance. Quarterly liaison meetings are held with the sponsor division of the Welsh Government. The Commission also meets the Minister once a year to discuss progress.
- 4.2 A Corporate Governance Manual has been adopted and a Register of the direct or indirect pecuniary interests of Commissioners is published on the Commission's web site (www.ldbc-wales.gov.uk). There is also a code of conduct for Commission staff.
- 4.3 The Commission has an appointed Audit and Risk Assurance Committee, chaired by a member of the Commission. The Commission appoints an independent member of the Audit and Risk Assurance Committee.
- 4.4 Working practices have been adopted which accord with the principles of openness, consultation and helpfulness. For example, the Commission gives widespread publicity to their intention to hold each review and write to and visit the local authority concerned to discuss the review and invite their initial comments. For each review the Commission issues press releases on the draft and final proposals and sufficient copies of reports are supplied to enable free distribution to all members of principal and community councils affected by the proposals and to local libraries. A number of copies are also available for local residents on request. The Commission's web site: www.ldbc-wales.gov.uk gives information about the Commission, the progress of reviews and access to reports.
- 4.5 For each review one of the Commissioners is appointed Lead Commissioner for that review. The role of Lead Commissioner is to encourage councils to engage with the process at a high level through face-to-face meetings with senior members and staff where appropriate throughout the review process.

Budget and Audit

- 4.6 The net expenditure for the year amounted to £442,597 (2013-14; £456,359) and this has been transferred to the general reserve. Grant-in-Aid received from the Welsh Assembly Government amounted to £434,176 (2013-14; £508,169) and this has been credited direct to the general reserve.
- 4.7 The Commission is committed to achieving value for money when purchasing goods and services. To ensure efficiency and value for money a comprehensive set of desk instructions relating to systems and procedures is in place. The Commission's internal auditors were Deloitte LLP. The Auditor General for Wales has undertaken the external audit of the Commission's finances and the subsequent report was without caveat or qualification.

Welsh Language Scheme

- 4.8 The Commission has a Welsh Language Scheme, which sets out, in detailed measures, the Commission's commitment to the principle that, in the conduct of public business in Wales, the Commission will treat the Welsh and English language on a basis of equality. A copy of the Scheme will be supplied on request or may be accessed on the Commission's bilingual website.
- 4.9 The Chair of the Commission is a fluent Welsh speaker, and the Commission has appointed him Welsh Language Champion. He has an open remit to work with the Commission staff to raise and improve our use of the Welsh Language. The Commission's Chief Executive manages all new policies and initiatives personally and is the Scheme's monitoring officer.
- 4.10 During the year the Commission cooperated with the Welsh Language Commissioner's investigation in preparation for the implementation of Welsh Language Standards.
- 4.11 All of the Commission's publications and correspondence were issued either bilingually or with Welsh and English versions being published simultaneously. Separate publications were equally accessible (in hard copy and on the Commission's website), and were of the same quality, format and prominence.
- 4.12 Two (22%) full time members of staff at the Commission's Secretariat are Welsh speakers who are available to: answer queries from colleagues pertaining to the Welsh language; answer queries from Welsh speaking members of the public; and, quality-assure Welsh language publications.

Training and Information Technology

- 4.13 Essential training courses that members of staff are required to attend have continued this year and include: Complaints Handling, Equality and Diversity, Health and Safety, Manual Handling, Handling Requests for Information, Welsh Language Awareness, Welsh Language Pre-Learning, Leadership, Payroll, Facilities Management, Excel, Powerpoint, Sustainable Development, Attendance Management, Performance Management, Project Management, Finance Skills,. A new Review Officer also received job specific training in respect of the Commission's geographical information system, and in-house coaching was arranged and supported. Welsh Language coaching has been given on an informal basis to non Welsh speaking staff, to help them improve their pronunciation of Welsh place names.
- 4.14 The Commission is part of the Welsh Government's Atos alliance which provides the majority of the Commission's IT requirements, both hardware and software. Following the adoption of an IT strategy, several improvements have been made to the Commission's IT systems.

Complaints Procedure

- 4.15 The Commission has a Complaints Procedure whereby complaints may be made (by letter, e-mail or telephone) by contacting the Commission. Information on how complaints are handled can be found within the Commission's Complaints

Procedure document, which can be viewed on the Commission's web site (www.ldbc-wales.gov.uk) or can be obtained from the Commission at the address below. The work of the Commission comes within the remit of the Public Services Ombudsman for Wales. All members of staff are required to attend training on complaints handling. No complaints were received during 2014-15 (for comparison purposes, no complaints were received during 2013-14).

Employee Policy

- 4.16 The staff of the Commission at the end of March 2014 consisted of the Chief Executive, Finance Manager, Review Manager, four Review Officers, a Review Assistant and Office Assistant, the Deputy Chief Executive post being vacant. The Commission maintains a core of directly employed staff whose salary bands and terms and conditions of service are analogous with Welsh Government staff of corresponding grades.

Staffing requirements over and above this core are dictated by the local authority and parliamentary review cycles and workloads and are met by employing inwardly seconded staff from other government departments for a fixed term of either 2 or 3 years. Members of staff who are seconded from other government departments remain on the salary scales and terms and conditions of their parent department whilst employed by the Commission.

The Commission has an extensive range of policies which reflect current legislation, and aim to secure staff retention and motivation.

Information Policy

- 4.17 The Commission makes as much information publically available as practicable through their web site and this information largely corresponds to that set out in the guidance contained in the Information Commissioner's Office Definition Document for Welsh Government Sponsored Bodies. Any information specified in the Information Commissioner's Office Definition Document not readily available on the Commission's web site will be made available on request. The Commission's Code of Practice on Public Access to Information requires all requests for information covered by the Freedom of Information Act to be met within 15 working days. In 2014-15 there were 7 such requests for information all of which (100%) were responded to within 15 working days of receipt of the request. This compares to 2013-14 where there were 5 requests for information (100% of which were responded to within 15 working days).

5. THE WORK OF THE COMMISSION DURING 2015-16

Reviews of Electoral Arrangements

- 5.1 The provisions in the Local Government (Democracy) (Wales) Act 2013 relating to electoral reviews pave the way to allow the Commission to conduct initial reviews of the electoral arrangements of new Principal Areas in preparation for elections in May 2019.
- 5.2 It is anticipated that the Commission will receive Ministerial direction in respect of the electoral reviews immediately following the Bill receiving Royal Assent (provisionally November 2015). The Commission will then review policies and practices in preparation for the commencement of the programme of reviews (provisionally January 2016).

Community Reviews

- 5.3 The Commission will complete its work on the community reviews of Flintshire and Rhondda Cynon Taf.
- 5.4 Review reports received from principal councils are to be considered and processed as appropriate.
- 5.5 The Commission will provide advice and guidance as appropriate to principal councils undertaking Community Reviews.

Corporate Governance

- 5.6 As part of the production of the Annual Report and Accounts a Governance Statement is required to be produced and this will be supplemented by the Annual Report of the Audit and Risk Assurance Committee. Each quarter the Chief Executive will assess the Commission's processes for producing the Governance Statement.
- 5.7 The Audit and Risk Assurance Committee will meet in July and November 2015 and in February 2016 to monitor and evaluate overall governance and risk management arrangements.
- 5.8 Operational Risks will be continually assessed at Team and Management meetings and where necessary will feed into the Corporate Risks that are to be considered at each Commission meeting.

Communications

- 5.9 The Commission's communications strategy will be reviewed in the light of changes arising from the Local Government (Wales) Bill.

Procurement

- 5.10 Existing contracts and procurement arrangements will be monitored to ensure that expenditure provides value for money.

Equality and Diversity

- 5.11 In conjunction with Welsh Government we have been working towards increasing the diversity, in terms of under-represented groups, of Commission board members. In June 2014 we informed the Minister for Local Government and Government Business of the work we had undertaken and further actions we had identified going forward. We will be stepping up our efforts in terms of engagement in advance of a new appointments process which is due to be undertaken in 2015.
- 5.12 Equality impacts will be assessed when agreeing policies and procedures.

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6. SUMMARY FINANCIAL STATEMENTS

- 6.1 This Financial Statement provides a summary of the accounts of the Local Democracy and Boundary Commission for Wales (the Commission) for the financial year ending 31 March 2015. It does not contain sufficient information to allow for a full understanding of the results and state of affairs of the Commission. For further information the full annual accounts and auditor's report on those accounts should be consulted. A copy of the audited accounts, which contain the detailed information required by law and under best practice guidelines, can be obtained, free of charge, from the Finance Manager, Hastings House, Fitzalan Court, Cardiff, CF24 0BL (e-mail: ldbc.wales@wales.gsi.gov.uk).

Report of the Auditor General for Wales to the National Assembly for Wales on the Summary Financial Statements

I have examined the summary financial statements contained in the Annual Report of the Local Democracy and Boundary Commission for Wales ('the Commission') set out on pages 15 to 20.

Respective responsibilities of the Accounting Officer and auditor

The Accounting Officer is responsible for preparing the Annual Report. My responsibility is to report my opinion on the consistency of the summary financial statements with the statutory financial statements, the Accounting Officer's report and the remuneration report. I also read the other information contained in the Annual Report and consider the implications for my report if I become aware of any misstatements or material inconsistencies with the summary financial statements.

Basis of opinion

I conducted my work in accordance with Bulletin 2008/3 'The auditor's statement on the summary financial statements' issued by the Financial Reporting Council for use in the United Kingdom.

Opinion

In my opinion the summary financial statements are consistent with the statutory financial statements, the report of the Accounting Officer and the remuneration report of the Commission for the year ended 31 March 2015 on which I have issued an unqualified opinion.

I have not considered the effects of any events between the dates on which I signed my report on the full financial statements, 4 August 2015 and the date of this statement.

Huw Vaughan Thomas
Auditor General for Wales
Wales Audit Office
24 Cathedral Road
Cardiff
CF11 9LJ

4 August 2015

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES

STATEMENT OF COMPREHENSIVE NET EXPENDITURE for the year ended 31 March 2015

	Notes	2015 £	2014 £
COSTS			
Staff costs	6	333,611	333,197
Other expenditure		199,410	217,468
Income		(90,424)	(94,306)
Net Operating Costs		<u>442,597</u>	<u>456,359</u>
OTHER COMPREHENSIVE EXPENDITURE			
Total Comprehensive Expenditure for the year ended 31 March 2015		442,597	456,359

All activities are classed as continuing

The notes on pages 19 to 20 form part of these accounts.

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES

STATEMENT OF FINANCIAL POSITION as at 31 March 2015

	31 March 2015	31 March 2014
	£	£
NON-CURRENT ASSETS		
Property, Plant and Equipment	<u>47,722</u>	<u>34,908</u>
Total non-current assets	<u><u>47,722</u></u>	<u><u>34,908</u></u>
CURRENT ASSETS		
Trade and other receivables	2,576	3,042
Cash and cash equivalents	<u>36,422</u>	<u>69,196</u>
Total current assets	<u><u>38,998</u></u>	<u><u>72,238</u></u>
Total assets	<u><u><u>86,720</u></u></u>	<u><u><u>107,146</u></u></u>
CURRENT LIABILITIES		
Trade and other payables	<u>(44,356)</u>	<u>(56,361)</u>
Total current liabilities	<u><u>(44,356)</u></u>	<u><u>(56,361)</u></u>
Total assets less current liabilities	<u><u><u>42,364</u></u></u>	<u><u><u>50,785</u></u></u>
FINANCED BY:		
General reserves	<u>42,364</u>	<u>50,785</u>
	<u><u><u>42,364</u></u></u>	<u><u><u>50,785</u></u></u>

The notes on pages 19 to 20 form part of these accounts.

The Accounting Officer authorised these financial statements for issue on 22 July 2015

STEVE HALSALL
Accounting Officer
22 July 2015

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES

STATEMENT OF CASH FLOWS for the year ended 31 March 2015

	2015	2014
	£	£
Cash flows from operating activities		
Net operating costs	(442,597)	(456,359)
Adjustments for:		
Decrease / (Increase) in trade and other receivables	466	2,345
Depreciation	14,542	9,071
Increase / (Decrease) in trade payables	(12,005)	(4,366)
Net cash outflow from operating activities	<u>(439,594)</u>	<u>(449,309)</u>
Cash flows from investing activities		
Purchase of property, plant and equipment	(27,356)	(39,768)
Net cash outflow from investing activities	<u>(27,356)</u>	<u>(39,768)</u>
Cash flows from financing activities		
Grants from parent departments	<u>434,176</u>	<u>508,169</u>
Net financing		
Net (decrease) in cash and cash equivalents at the start of the period	(32,774)	19,091
Cash and cash equivalents at the beginning of the period	<u>69,196</u>	<u>50,105</u>
Cash and cash equivalents at the end of the period	<u>36,422</u>	<u>69,196</u>

The notes on pages 19 to 20 form part of these accounts.

LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES

STATEMENT OF CHANGES IN TAX PAYERS' EQUITY for the year ended 31 March 2015

	General Reserve* £
Balance at 31 March 2013	(1,025)
Changes in accounting policy	-
Restated balance at 1 April 2013	<u>(1,025)</u>
Changes in tax payers' equity 2013-14	
Grant in Aid from Welsh Government	508,169
Comprehensive Expenditure for the year	(456,359)
Balance at 31 March 2014	<u>50,785</u>
Changes in taxpayers' equity for 2014-15	
Grant in Aid from Welsh Government	434,176
Comprehensive Expenditure for the year	(442,597)
Balance at 31 March 2015	<u>42,364</u>

The notes on pages 19 to 20 form part of these accounts.

* no total column is given as this is the only reserve the Commission has.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2015

1. STATEMENT OF ACCOUNTING POLICIES

These financial statements have been prepared in accordance with the 2014-15 Government Financial Reporting Manual (IFRS based FReM) issued by HM Treasury. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Local Democracy and Boundary Commission for Wales for the purpose of giving a true and fair view has been selected. The particular policies adopted by the Local Democracy and Boundary Commission for Wales are described below. These have been applied consistently in dealing with items that are considered material to the accounts.

2. Accounting Convention

The accounts are prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment, intangible assets and inventories.

3. Administration and Programme Expenditure

The Commission's funding received from both the Welsh Government and Cabinet Office is classed as funding for programme expenditure by both Departments. All income and expenditure figures shown on the Statement of Comprehensive Net Expenditure are therefore deemed to be programme income and expenditure.

4. Financial Results

The net expenditure for the year amounted to £442,597 (2013-14; £456,359) and this has been transferred to the general reserve. Grant-in-Aid received from the Welsh Government amounted to £434,176 (2013-14; £508,169) and this has been credited direct to the general reserve.

5. Going Concern

These accounts are prepared on a going concern basis. So far as I am aware the net current liabilities will be financed from resources voted by the Welsh Government (Grant-in-Aid) in the future.

6. STAFF NUMBERS AND RELATED COSTS

	2015 Permanently employed staff £	2015 Inward Secondments £	2015 Commission Members £	2015 Total £
Wages and salaries	225,115	27,557	16,253	268,925
Social security costs	15,013	1,513	315	16,841
Pension costs	43,422	4,872	-	48,294
Holiday pay accrual	(449)	-	-	(449)
Total Net Costs	283,101	33,942	16,568	333,611

Average number of persons employed

The average number of whole-time equivalent persons employed during the year by these categories was as follows:

No.	No.	No.	No.
8	1	6	15

Comparatives:

	2014 Permanently employed staff £	2014 Inward Secondments £	2014 Commission Members £	2014 Total £
Wages and salaries	187,043	62,110	21,955	271,108
Social security costs	14,216	4,278	647	19,141
Pension costs	35,837	11,667	-	47,504
Holiday pay accrual	(3,417)	(1,139)	-	(4,556)
Total Net Costs	233,679	76,916	22,602	333,197

Average number of persons employed

The average number of whole-time equivalent persons employed during the year by these categories was as follows:

No.	No.	No.	No.
6	2	6	14

The emolument of the Chair of the Commission was £5,513 (2013-14: £7,395). The emolument of the Deputy Chair, Member, Independent Audit and Risk Assurance Committee Member and BCW Members was less than £5,000 each.

The above costs include £45,000 (2013-14; £45,000) in respect of staff resources and £2,624 (2013-14; £3,539) in respect of members' remuneration expended on behalf of the Boundary Commission for Wales.

7. Events After the Reporting Period

These accounts were authorised for issue on 22 July 2015 by the Accounting Officer. At the date of signing these accounts there were no events after the reporting period to disclose.

STEVE HALSALL
Accounting Officer
22 July 2015