

**Charity Registration No. 1068926**

**PLAY WALES / CHWARAE CYMRU**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# **PLAY WALES / CHWARAE CYMRU**

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# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT

**FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### Objectives and activities

**Our objectives are to provide and assist in the provision for facilities and services for play recreation, education and other leisure-time occupation for all children residing in Wales. We act as a champion for children's play; increasing awareness and understanding throughout Wales of the critical importance of play to children and their well-being. To maintain and ensure appropriate representation and consultation on matters affecting children's play in Wales. To contribute and support playwork education training and workforce development in Wales so as to further the play interests of children through quality play service provision and advocacy.**

**In meeting these objectives our aim is to foster a more tolerant, understanding and informed active response among adults who are in a position to meet children's play needs both directly and indirectly and therefore to improve the well-being and participation of children within their communities.**

### The focus of our work

The principal activity of Play Wales / Chwarae Cymru is to influence policy, strategic planning and practice of all agencies and organisations that have an interest in and a responsibility for children's play. This is achieved by providing information, technical advice and guidance related to play provision and workforce development; helping to identify needs and contributing to the increasing recognition of the profound importance of play as a critical component of children's development. Play Wales / Chwarae Cymru provides a forum for playwork throughout Wales and undertakes a national representational role for playwork.

As the national organisation for children's play in Wales our strategic aims during the year were to:

- Act as a critical friend of the Welsh Government
- Promote children's freely chosen independent play
- Advocate for children and their play needs
- Uphold their right to play on behalf of all the children of Wales
- Raise awareness of play needs at every level from national Government to local play schemes
- ~~Represent play providers and playworkers offering expert advice, guidance, support, networking opportunities and conferences related to play, play policy, play provision and workforce development.~~

These strategic aims are achieved through the following principal activities:

- Information Service
- Workforce development
- Play policy, advice and support.

### Ensuring our work delivers our aims

Our work is regularly reviewed throughout the year, through Trustees meetings and meetings with advisory groups, and through the reporting mechanism for Welsh Government. The management team has also instituted an annual review and forward planning process that evaluates our work and identifies areas for further development to effectively meet our aims.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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We have referred to Charity Commission guidance on public benefit in conducting reviews of our aims and objectives. Trustees routinely consider how proposed or current work contributes to the aims and objectives of Play Wales / Chwarae Cymru.

#### **Public Benefit Statement**

Play Wales / Chwarae Cymru is the national organisation for children's play in Wales; an independent charity funded by the Welsh Government. The work of Play Wales / Chwarae Cymru benefits the people of Wales by:

- Responding to children's request (through consultation) for more and better places and opportunities to play
- Upholding and advocating for children's right to play (as stated in the United Nations Convention on the Rights of the Child) within national and regional forums and with decision making bodies
- Gathering and disseminating information relating to the benefits of playing to anyone who is in a position to further children's play interests
- Promoting quality provision for play that is inclusive of all children and young people – meeting the needs of disabled children and children who are disadvantaged or excluded
- Sharing expertise and providing guidance and advice, thus enabling children's services within local authorities and voluntary agencies to offer quality play provision that meets children's needs – and to get the maximum benefit for children from financial provision for play
- Promoting and supporting quality training for playworkers and trainers – thus contributing to the development of a skilled, expert workforce that also meets children's play needs.

Quality play services contribute to the health and well-being of children and young people and also to the health and vibrancy of communities (Welsh Government Play Policy 2002).

#### Who used and benefited from our services?

Our aims and objectives relate to benefiting the children of Wales – where in 2011 there were more than half a million children aged 0-15 (among a total population of just over three million).

Our services are largely offered free – some publications and events being offered on a non-profit making basis.

Trustees receive no benefits and give their time voluntarily. Any expenses claimed are set out in the accounts.

Our services were used by:

- Parents and carers
- Members of the public campaigning to preserve or instate play provision
- Organisations providing or supporting children's services – both local authority and voluntary
- Organisations providing children's play services – both local authority and voluntary, as well as community councils
- Playworkers, play development workers and play development officers
- Playwork trainers and managers of playworkers
- Teachers, head teachers, governors and educational psychologists
- Academics and university institutions

In the furtherance of these aims, the Trustees of Play Wales / Chwarae Cymru have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to the Charity Commission's published general and sub-sector guidance concerning the operation of the Public Benefit requirement under the Act.



# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### Achievements and performance

Towards the end of March 2020 an unexpected and unprecedented pandemic (Covid-19) spread to Wales. As a result of the pandemic, we reviewed our critical areas of business and adapted our working practices to ensure we continued supporting the needs of the users of Play Wales / Chwarae Cymru. We quickly adapted to a new working environment that included all staff working remotely from home, and with robust systems in place, productivity has been maintained throughout. Our funding into the next financial period has continued as anticipated and our services are as vital as they have always been.

### Information Service

**Objective:** To promote the value of children's play in Wales through the provision of timely and current information to our stakeholders

**Outcome:** Play Wales produced and disseminated a wide variety of bilingual information and services including:

#### Website:

- Provided and maintained the on-going development of a website which is regularly updated with items of interest to members and to those who have a responsibility for or an interest in children's play, playwork and play provision. We attracted a significant audience to the website: 169,383 page views by 46,023 users over the year. This is an increase of over 28,000 page views and over 9,000 users since the previous year.
- Commissioned an agency to develop a new Play Wales website and commenced work on reviewing and updating all existing web content. The new website will be developed alongside a new Play Wales brand.

#### Publications:

- Published *Play for Wales*, our bilingual magazine, twice a year – distributed free both printed and electronically to approximately 3,350 recipients who can further children's play interests in Wales. Winter 2020 and Spring 2021 issues distributed electronically only due to the pandemic – 2,229 subscribers.
- Continued distribution of *Playing actively in and around the home* resource to support parents and those working with children – a resource developed directly in response to the pandemic.
- Developed and distributed a range of supportive resources and online content as a direct result of the pandemic, including:
  - Three top tips listicles to support various settings and sectors
  - A reading list for teachers
  - A story telling pack for settings to accompany the *Fun in the dungeon* storybook.
- Produced, marketed and disseminated one new and four updated information sheets. Also, commissioned external writers to produce a range of updated information sheets.
- Updated and published an updated edition of the *Developing and managing play spaces* community toolkit, following a content review undertaken by external consultants.
- Produced and distributed two issues of *Focus on play* – each issue is aimed at specific audiences, with these issues produced to respond to the pandemic. Two further issues commissioned.
- Published and circulated *Making it possible to do Play Sufficiency...* summary report – with full research report available upon request.
- Distributed 7,000 copies of *Fun in the garden* storybook to children across Wales.
- Both *Fun in the dungeon* and *Fun in the garden* storybooks published online as e-books during lockdowns to make them available to more children in Wales and beyond.
- Disseminated and raised awareness about Play Wales' existing and updated information sheets and other publications including toolkits and a good practice guide.
- Continued dissemination of the Play Safety Forum publication *Managing Risk in Play Provision: Implementation guide* and the more recently developed *Risk-Benefit Assessment Form*.
- Continued promotion and dissemination of child friendly resources for the International Play Association to promote Article 31 of the UNCRC and the key messages of General Comment No 17.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### *Engagement:*

- Updated Play Wales' bilingual social media channels daily. A total of 5,332 like and 6,131 follow our Facebook pages and 8,018 follow our accounts on Twitter.
- Put together and distributed a monthly e-bulletin to approximately 2,229 recipients, which provides an overview of what's new on the Play Wales website.
- Promoted play through the media thus raising awareness of the barriers to children having quality play opportunities and emphasising the importance of children's play.
- Maintained regular contact with Members of Parliament and Members of the Senedd through magazines, events, meetings and information sheets – thus raising awareness of the importance to children of playing and the necessity to promote play-friendly decisions among planners and decision makers.
- Contributed to conferences and events in Wales and throughout the UK – promoting the work of Play Wales and promoting quality play provision for children. An increase in online events during the pandemic has brought Play Wales and its work to a broader audience.
- Raised the profile of play in Wales and Play Wales internationally by regularly contributing to play and children's rights related blogs, magazines and journals.

### *Miscellaneous:*

- Contributed to the UK national Playday steering group and resources – thus supporting play services in providing Playday events for children, but also providing Welsh representation and support to a UK campaigning group highlighting barriers to quality play experiences and recommending action. Play Wales led on the four nations 2020 campaign and is leading on 2021 campaign. Outputs included:
  - Playday website amended to reflect situation during 2020 summer
  - Worked in partnership with Children's Commissioner for Wales to develop an e-book of children's play ideas and games to celebrate Playday 2020 at home (uptake was slow therefore CCfW has moved the project to 2021-2022 work programme with schools)
  - Developed and distributed electronically bilingual resources to take part in Playday at home – 'Make a Noise' resources used across the four nations
  - Playday 2021 theme agreed by four nations and launched in March 2021.
  - Play Wales commissioned a design agency to update the bilingual Playday branding (logo and resources) for the 2021 campaign.
- Continued to add new publications to the Play Wales' library, which offers the most comprehensive resource of play and playwork materials in Wales. This is open to visitors by appointment (not possible due to Covid regulations during this reporting period), and largely supports our team with up to date information, as well as play professionals and students studying play and playwork.
- Commissioned a production company to produce a new film to celebrate and promote children's play in Wales.
- Commissioned and worked with a photographer to capture new photos for our library of images to be used on our websites, social media, campaign materials and in publications.
- Maintained and updated Children's Play Policy Forum and Play Safety Forum websites on behalf of the four nations.
- Continued to work to ensure that our database and communications are compliant with General Data Protection Regulations (GDPR).

### *Playful Childhoods:*

- Maintained and updated the website, which is aimed at parents and carers, and promotes the importance of play and offers practical advice and guidance on providing play opportunities at home and in the community. The pandemic and associated restrictions resulted in a significant increase in website use over the year – 65,894 page views by 34,238 users – compared to 29,993 page views and 15,607 users the previous year. Outputs included:
  - Continued to add content to the new 'indoor play' section of the website, which includes timely and current playful ideas and practical tips for parents, in response to the pandemic.
  - Continued to post blogs as well as timely guest blogs in response to the pandemic.
  - Developing content for an additional website section to provide information and signposting for professionals working with children and families.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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- Working with the website developer on restructuring the website for easier user navigation – this will improve the visitor experience, with the aim of increasing time spent on the website and number of pages visited.
- Fortnightly e-mailout to mailing list of parents and those working with children – 488 subscribers.
- Continued to build our audience and increase engagement on bilingual pages on social media: Facebook and Instagram. A total of 4,664 like and 4,758 follow our Facebook page and 573 follow our Instagram account. Sponsored posts aimed at target audiences used where appropriate – small investment with a big return for each post – for example changes to Welsh Government Covid regulations, which affected children's play.
- Continued to invest in a Google Ads campaign to improve search engine rankings for *Playful Childhoods* with the aim of driving more traffic to the website – this resulted in a significant traffic increase during the first lockdown in 2020.
- Worked with a PR company to develop and distribute a short video on the website and across social channels of playing at home ideas for lockdown – this helped to generate public interest in *Playful Childhoods* and to drive traffic to the website.
- Worked in collaboration with play teams and hubs across Wales to distribute 10,000 copies of the *Playful parenting* booklets and 5,000 *Playing at home* booklets – along with other resources such as bookmarks and posters – to support settings and families.
- Developed and distributed a range of supportive resources and online content as a direct result of the pandemic, including:
  - *Playing at home* guide
  - Three play ideas listicles
  - Guest blog articles.
- Commissioned a PR company to develop and deliver a range of campaigns aimed at target audiences and as part of Error in formula ->#SummerOfPlay<- and Error in formula ->#SummerOfFun<- 2021 initiatives.

### Workforce development

**Objective:** To contribute to the professional development of the play and playwork workforce in Wales

**Outcome:** Play Wales was active in a range of activities relating to training and workforce development to further the play interests of children in Wales, including:

- Supporting and advising Welsh Government on issues relating to the play and playwork workforce.
- Providing specific advice and guidance in relation to workforce issues to inform Welsh Government's Ministerial Play Review.
- Delivering four Playwork Education and Training Council Wales (PETC) meetings – supporting a dialogue between playwork employers, national organisations, Welsh Government, Social Care Wales and Qualifications Wales.
- Continuing to work to actions within *A play friendly workforce for Wales*, Play Wales' plan for the ongoing development of the play and playwork workforces.
- Developing the partnership with Addysg Oedolion Cymru / Adult Learning Wales for the national delivery of playwork qualifications. This includes the quality assurance of L2APP, MAHPS and P3 as well as supporting trainers and assessors, reviewing assessment methods and advising on delivery.
- Working with Addysg Oedolion Cymru / Adult Learning Wales and Agored Cymru to plan for the move to online learning as part of the pandemic.
- Working with Addysg Oedolion Cymru / Adult Learning Wales to identify funding for the sustainable delivery of playwork qualifications. During 2020/21 courses were postponed between April and September due to the pandemic. This allowed for materials and session plans to be updated to allow for online delivery as well as planning for remote assessment of practice. During the rest of the period 96 learners undertook playwork qualifications.
- Working with Co-Train to deliver three workshops to 20 playwork trainers on adapting playful and participative training methods for Zoom and MS Teams online delivery.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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- Convening and chairing a three nations group reviewing and updating the Level 3 Award in Transition from Early Years to Playwork. The new Award in Transition to Playwork will be available for delivery from September 2021.
- Developing eight online Playwork Essentials videos to support the workforce with play knowledge and understanding.
- Developing four playwork guides with Ludicology – *Childhood, play and the Playwork Principles, Practicing playwork, Developing and managing a playwork project and Managing playworkers and working with other adults.*
- Contributing to the Social Care Wales' Early Years Network meeting and task and finish groups.
- Contributing to Education and Training Standards (ETS).
- Contributing to Social Care Wales' Qualifications Standards Advisory Group.
- Maintaining the list of Required Qualifications and qualifications flow chart on behalf of PETC Wales.
- Contributing to the advisory group for the 'We Care' recruitment campaign by Social Care Wales.
- Commencing development work on *Safon o Chwarae*, a new quality assurance framework for playwork.
- Commencing development work to commission a workforce research project during 2021.
- Providing seminars, training opportunities and conferences to facilitate the provision of quality play services to children:
  - Designed and delivered a workshop for Welsh Women's Aid
  - Delivered a lightning talk to the Network Healthy Schools and Pre-school coordinators
  - Facilitated a consultation and capacity building workshop for UNCRC Monitoring Group
  - Provided presentations to Cardiff University, Swansea University and Cardiff and Vale College
  - Delivered a reflective practice workshop and keynote at Eight Weeks of Conference, online playwork conference hosted by Meynell Games.
  - Hosted seven Book Clubs – online reflective practice events for playworkers.

#### Play policy

**Objective:** To work with individuals, organisations and networks to inform the development of policy and matters related to children's play in Wales

**Outcome:** Play Wales was involved in a variety of UK and worldwide policy groups attending meetings of relevant organisations to ensure UK wide initiatives reflect development and best practice in Wales:

- Play Safety Forum
- Children's Play Policy Forum
- National Playday Steering Group
- IPA World
- Learning through Landscapes Board.

Additionally, on a UK and international level, Play Wales provided:

- Support and guidance to colleagues at Play South Africa
- Support and guidance in the creation of International Play Association Play in Crisis: Support for Parents and Carers resources
- A keynote presentation for the Landscape Institute at Reimagining Play Post-Covid webinar (August 2020)
- A presentation about school playtime to Children in Wales Policy Council (October 2020)
- A keynote presentation about our work on 'Opening the school gates: Facilitating after-school play in school grounds' for the International Play Association Making Cities Child-Friendly in the Post-Pandemic World: Play and Public Place webinar series (November 2020)
- A presentation about our *CoronaPlay* initiative at the Government and NGO Responses to Supporting Play during Covid as part of the International Play Association's Right to Play Award webinar series (March 2021).

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## **TRUSTEES REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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Play Wales also responded to relevant national consultations:

- Children, Young People and Education Committee's inquiry into the impact of the Covid-19 outbreak on children and young people in Wales (May 2020)
- Welsh Government Active Travel Guidance (June 2020)
- Our Future Wales: post Covid recovery and reconstruction (July 2020)
- Royal College of Occupational Therapists – Occupational Therapists and Play Practice Guidance (July 2020)
- The Public Health (Wales) Act 2017 – Outdoor care settings for children and Public Playgrounds (September 2020)
- UNCRC Monitoring Group Call for evidence – State of Children's Rights in Wales (September 2020)
- National Museum of Wales strategy (September 2020)
- Children, Young People and Education Committee's scrutiny of Curriculum and Assessment (Wales) Bill (September 2020)
- Draft Framework on embedding a whole-school approach to emotional and mental well-being (September 2020)
- Office of National Statistics Children's Well-being indicators (December 2020)
- Play in Lockdown – an international study of government and civil society responses to Covid-19 and their impact on children's play and mobility (for IPA – May 2020).

Additionally, Play Wales:

- Attended an extraordinary Active Travel Board meeting to discuss communication messages around exercising (walking and cycling) during the pandemic.
- Repurposed (to respond to coronavirus regulations) the implementation of the Community Play Ambassador project, a three-year project funded by the Healthy Active Fund.
- In partnership with researchers from Manchester University and other partners, contributed to Division of Educational Psychologists importance of play short film.
- Implemented the Outdoor Play project, a three year project funded by Cwm Taf Morgannwg University Health Board.
- Supported the delivery of a Welsh Government funding package to local authorities: Holiday Hunger – Playworks funding and £3m capital funding for outdoor play.
- Supported Welsh Government to produce sector specific coronavirus guidance:
  - Re-opening of parks and playgrounds
  - Childcare guidance
  - Open-access playwork guidance.
- Supported Welsh Government to produce guidance for the Playworks Holiday Programme.
- Contributed to the Ministerial Play Review through active engagement at meetings and providing workshop facilitation support to Welsh Government:
  - Advised on timetable for recommencement of the Review
  - Provided two presentations at Autumn 2020 meeting
  - Commented on papers prepared by Welsh Government
  - Planned and facilitated five workshops for the Steering Group.
- Undertook fundraising activity in line with our Fundraising Strategy:
  - Researched and submitted applications to various funders
  - Secured funding for the development and provision of resources for stakeholders and partners
  - Developed and submitted a funding application to the National Lottery Fund Supporting Great Ideas Programme.



# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### Advice and support

Objective: To provide specialist knowledge regarding all issues about and affecting children's play

Outcome: Play Wales was involved in a variety of Wales wide working groups to ensure that children's play acquires the status it deserves:

- Wales UNCRC Monitoring Group
- Swansea University School of Engineering (Research Associate)
- Children in Wales Policy Council
- Active Healthy Kids (AHK) Wales Expert Group – lead on active play indicator.

Outcome: Play Wales has supported the development of a strategic approach to children's play through:

- Facilitated monthly meetings for Play Sufficiency Leads.
- Advised Welsh Government on adjusted reporting arrangements for play sufficiency in the context of coronavirus.
- Established and implemented story development workshops with school staff to produce a story for our third right to play storybook.
- Facilitated check-in meetings for open access playwork providers.
- Drafted for the UNCRC Monitoring Group:
  - the *Thematic Briefing Paper in respect of Play and Leisure*
  - the Play and Leisure Chapter for Wales Civil Society Report to the United Nations Committee on the Rights of the Child to inform their List of Issues Prior to Reporting (LOIPR).
- Commissioned research to analyse surveys undertaken with children regarding their experiences of the pandemic.
- Commissioned researchers to update the evidence on the value of play from a Welsh public and social policy perspective.
- Undertook research to explore the conditions that support local authorities to secure sufficient opportunities for children in Wales to play – carried out by academic researchers.

Outcome: Play Wales has supported play at delivery level through:

- Ensuring that local community groups are signposted to and supported appropriately by local support networks. We received and responded to a broad range of queries via social media, telephone and email from parents, elected members, schools and small organisations during the last year. The queries include questions about qualifications, research queries from students, funding for play equipment and play areas, support for saving school playing fields, job advertising and requests for letters of support for funding applications.
- Providing non-managerial professional development support to play development officers throughout Wales.
- Providing support for voluntary sector play projects.
- Providing expertise to local authorities regarding the delivery of play during the pandemic.
- Presentations at local (online) play sufficiency events and conferences throughout Wales.
- Providing advice regarding play space design and development.
- Supporting local communities and several communities to establish resident-led street closures for play.
- Implementing the Community Play Ambassador Project, in partnership with Cardiff Council and Vale of Glamorgan Council.
- Establishing a partnership with Cwm Taf Morgannwg University Health Board and identifying future work streams.

### Quality Assurance

Following external assessment, achieved the PQASSO Quality Mark Level 1 (NCVO quality assurance scheme) in September 2018.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### Financial review

Play Wales continues to be reliant upon core funding from the Welsh Government. The funding from the Welsh Government has been secured until 31 March 2022. As at 31 March 2021, the charity has an accumulated unrestricted surplus of £344,828 (2020: £255,307). Of these reserves £504 is tied up in fixed assets and £316,400 has been set aside in a designated fund. The free reserves available to the charity (excluding the fixed assets, the designated fund and the pension reserve) were £287,924 (2020: £284,674).

The unrestricted surplus has been heavily affected by a charge of £260,000 relating to the actuarial valuation of the pension scheme. This is mainly due to the impact of Covid-19 as at 31 March 2021. The trustees continue to monitor the contributions and its impact on the charity.

#### Reserves Statement

Play Wales intends to maintain the level of free reserves that equates to between six and twelve months of annual expenditure. The financial reserves are set aside to ensure financial stability for staff and its members and to ensure that the current activities would be maintained in the event of a period of unforeseen difficulty. The calculation of the required level of reserves is integral to Play Wales's planning, budget and forecast cycle.

#### Investment Policy

The Trustees regularly review the amount that the organisation requires to ensure that they are adequate to fulfil its continuing obligations. Currently the charity takes a cautious approach to investing, minimising the level of risk.

#### Plans for the Future

Play Wales will continue to work to promote children's play and act as an advocate for children and their play needs.

Particularly, we anticipate that we will undertake the following:

- Continue to support providers of play opportunities to respond to the pandemic in a play friendly way.
- Support the Welsh Government with undertaking and finalising the Ministerial Play Review.
- Continue to deliver a communication service aimed at our broad constituency through the provision of focused publications, direct mailing and up to date websites as well as social media engagement.
- Contribute to and inform local, national and international advocacy through project work and membership of committees and groups.
- Support local authorities and third sector organisations to engage and respond to national policy through events, network facilitation and advice.
- Work with The National Centre for Population Health & Wellbeing Research (NCPHWR) to identify what children say about access to play and what they would like in terms of play.
- Implement and monitor *A play friendly workforce for Wales*, our workforce development plan.
- Work with Swansea University to undertake workforce research.
- Work with Addysg Oedolion Cymru / Adult Learning Wales to ensure that the continued roll out of the Agored Cymru P3 qualifications is successful and continues to respond to the needs of the workforce.
- Finalise and pilot the *Safon o Chwarae* Playwork Quality Assurance Framework for playwork.
- Work with Public Health Wales to agree and share messages regarding children's play.
- Undertake a review of school playtime across Wales.
- Implement and deliver the Community Play Ambassadors Project.
- Develop and launch a new Play Wales website.
- Deliver a range of *Playful Childhoods* campaigns to support parents and carers to provide sufficient opportunities for children to play at home and in their communities.
- Produce and launch a new film to celebrate children's play in Wales and promote the importance of play in every child's life.
- Review, update and Implement our Fundraising Strategy to enable delivery of additional projects.

# PLAY WALES / CHWARAE CYMRU

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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To ensure these services are developed and delivered as effectively as possible we will:

- Review and develop Play Wales' operational plan.

#### **Structure, governance and management**

##### Governing documents

Play Wales / Chwarae Cymru is a Charitable Incorporated Organisation (CIO), registered on 28 March 1998 and governed by its "foundation" model constitution resolution dated 18 February 2019. Governance is undertaken by a Board of Trustees.

##### Recruitment and appointment of trustees

Every trustee is appointed for a term of three years and in selecting individuals for appointment as a charity trustee, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. There must be at least three charity trustees. If the number falls below the minimum the remaining trustee or trustees may act only to call a meeting of the charity trustees or appoint a new charity trustee. There are currently nine trustees appointed. There is no maximum number of charity trustees that may be appointed to the charity.

##### Trustee induction and training

New Trustees meet the Director and other Trustees prior to their first meeting and receive an induction pack containing the following:

- Minutes and papers of last three Board meetings
- A copy of the current version of constitution
- Report of the Trustees and Financial Statements (latest)
- Trustee Specification and Terms of Reference
- Play Wales membership information and form
- Welsh Government Play Policy Implementation Plan
- Play Wales leaflets and poster
- *The First Claim...* publication
- The latest issues of *Play for Wales* magazine.

Functions of the Board of Trustees include:

- To have control of the Charity and its property and funds
- To have responsibility for overall governance and strategic direction
- To develop the aims, objectives and organisational goals in accordance with the governing document, legal and regulatory guidelines
- To ensure that Play Wales / Chwarae Cymru and its representatives function within the legal and regulatory framework of the sector and in line with the organisation's governing document, continually striving for best practice in governance
- To uphold the fiduciary duty invested in the position, undertaking such duties in a way that adds to public confidence and trust
- Interviewing, appointing and monitoring the work and activities of senior staff.

The Board of Trustees is accountable in varying degrees to a variety of individuals and organisations including service users, members, funders and the Charity Commission.



# **PLAY WALES / CHWARAE CYMRU**

## **TRUSTEES REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2021***

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### Organisational structure

Play Wales is a membership organisation. The members of the charity are its Board of Trustees. The trustees have created an associate non-voting membership which is open to organisations and individuals from voluntary, statutory and independent sectors, however, these members do not qualify as members for any purpose under the Charities Acts, General Regulations or Dissolution Regulations.

The Director is responsible to the Board of Trustees for the day-to-day management of the organisation. At the end of March 2020 there is a Director, an Assistant Director, Office Manager, Workforce Development Officer, Communications Manager, Communications Assistant, Project Officer and a Finance Officer.

### Relationships with related parties

Play Wales has Memorandums of Understanding with Social Care Wales; Play England, Play Scotland and PlayBoard Northern Ireland

### Risk management

A risk register has been established and is updated frequently with an appropriate action plan. Where necessary, systems and procedures have been established to mitigate the risks the charity faces. Controls are in place to minimise internal risks by the implementation of procedures for authorisation of all transactions and projects. Health and safety reviews are carried out regularly.

The Board of Trustees has conducted a review of the major risks to which the organisation is exposed. It has identified that a disproportionate reliance on Welsh Government funding remains a high risk to Play Wales and sources of other funding need to be sought so Play Wales can continue to provide the service it delivers to Wales. They also identified that the change in Welsh Government cabinet ministers could have a detrimental effect on the relationship Play Wales has with its main funder. The Board of Trustees is also aware that fundraising activities have a high risk of ending unfavourably for Play Wales. A fundraising strategy linked to the strategic plan has been developed detailing actions that may be considered to mitigate this risk.

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## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### Reference and administrative details

**Charity name** Play Wales / Chwarae Cymru

**Charity number** 1068926

**Principal office** Park House  
Greyfriars Road  
Cardiff  
CF10 3AF

**Trustees** Mike Shooter - Chair  
Anne Crowley  
Elspeth Webb  
Rhian Barrance  
Malcolm King  
Keith Towler - Treasurer  
Ronan Lyons  
Helen Hughes - Resigned 6 May 2021  
Owain Lloyd - Resigned May 2021

**Key management personnel** Mike Greenaway - Director  
Marianne Mannello - Assistant Director

**Auditors** Azets Audit Services  
Ty Derw, Lime Tree Court  
Cardiff Gate Business Park  
Cardiff  
CF23 8AB

**Bankers** The Co-Operative PLC  
PO Box 250  
Skelmersdale  
WN8 6WT

CAF Bank PLC  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Solicitors** Geldards  
4 Capital Quarter  
Tyndall Street  
Cardiff  
CF10 4BZ

## PLAY WALES / CHWARAE CYMRU

### TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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#### Insurers

Keegan & Pennykid Insurance Brokers Limited  
50 Queen Street  
Edinburgh  
EH2 3NS

The trustees report was approved by the Board of Trustees.



**M Shooter - Trustee**

Dated: 18-01-2022

# **PLAY WALES / CHWARAE CYMRU**

## **STATEMENT OF TRUSTEES RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 MARCH 2021***

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

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# PLAY WALES / CHWARAE CYMRU

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF PLAY WALES / CHWARAE CYMRU

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#### Opinion

We have audited the financial statements of Play Wales / Chwarae Cymru (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

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

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

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# PLAY WALES / CHWARAE CYMRU

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF PLAY WALES / CHWARAE CYMRU

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity'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 trustees either intend to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# PLAY WALES / CHWARAE CYMRU

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF PLAY WALES / CHWARAE CYMRU

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#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements; as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

#### **Other matters**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

# PLAY WALES / CHWARAE CYMRU

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF PLAY WALES / CHWARAE CYMRU

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#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Azets Audit Services**

25-01-2022

**Chartered Accountants  
Statutory Auditor**

Ty Derw  
Lime Tree Court  
Cardiff Gate Business Park  
Cardiff  
United Kingdom  
CF23 8AB

Azets Audit Services is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.



# PLAY WALES / CHWARAE CYMRU

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Charitable activities	3	1,066,896	89,711	1,156,607	389,793	44,777	434,570
Other trading activities	4	738	-	738	1,861	-	1,861
Investments	5	179	-	179	523	-	523
<b>Total income</b>		<b>1,067,813</b>	<b>89,711</b>	<b>1,157,524</b>	<b>392,177</b>	<b>44,777</b>	<b>436,954</b>
<b>Expenditure on:</b>							
Charitable activities	6	878,292	89,711	968,003	433,145	44,777	477,922
Other	10	20,000	-	20,000	20,000	-	20,000
<b>Total resources expended</b>		<b>898,292</b>	<b>89,711</b>	<b>988,003</b>	<b>453,145</b>	<b>44,777</b>	<b>497,922</b>
<b>Net income/(expenditure) for the year/ Net incoming/(outgoing) resources</b>		<b>169,521</b>	<b>-</b>	<b>169,521</b>	<b>(60,968)</b>	<b>-</b>	<b>(60,968)</b>
<b>Other recognised gains and losses</b>							
Actuarial loss on defined benefit pension schemes		(80,000)	-	(80,000)	(190,000)	-	(190,000)
<b>Net movement in funds</b>		<b>89,521</b>	<b>-</b>	<b>89,521</b>	<b>(250,968)</b>	<b>-</b>	<b>(250,968)</b>
Fund balances at 1 April 2020		255,307	-	255,307	506,275	-	506,275
<b>Fund balances at 31 March 2021</b>		<b>344,828</b>	<b>-</b>	<b>344,828</b>	<b>255,307</b>	<b>-</b>	<b>255,307</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# PLAY WALES / CHWARAE CYMRU

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	11		504		633
<b>Current assets</b>					
Debtors	12	511,797		14,247	
Cash at bank and in hand		600,762		441,054	
		<u>1,112,559</u>		<u>455,301</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(508,235)</u>		<u>(40,627)</u>	
Net current assets			604,324		414,674
<b>Total assets less current liabilities</b>			604,828		415,307
<b>Provisions for liabilities</b>			(260,000)		(160,000)
<b>Net assets</b>			<u>344,828</u>		<u>255,307</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	17	316,904		130,000	
General unrestricted funds		287,924		285,307	
Pension reserve		<u>(260,000)</u>		<u>(160,000)</u>	
			344,828		255,307
			<u>344,828</u>		<u>255,307</u>

The financial statements were approved by the Trustees on 18/01/2022.



Mr M S Shooter  
Trustee

# PLAY WALES / CHWARAE CYMRU

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	21		159,529		(25,853)
<b>Investing activities</b>					
Investment income received		179		523	
<b>Net cash generated from investing activities</b>			179		523
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			159,708		(25,330)
Cash and cash equivalents at beginning of year			441,054		466,384
<b>Cash and cash equivalents at end of year</b>			600,762		441,054

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Play Wales is a charitable incorporated organisation whose principal office is Park House, Greyfriars Road, Cardiff, CF10 3AF.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

These accounts have been prepared on a going concern basis. The charity is predominantly funded from public sector grants from Welsh Government. The funding arrangements from Welsh Government have been agreed until March 2022.

The Trustees have prepared forecasts for the next twelve months. The trustees believe that these forecasts are based on realistic income assumptions and are confident that the charity will continue to be able to meet its liabilities as they fall due. However, there is a material uncertainty related to future public sector grant funding from Welsh Government which may cast doubt on the charity's ability to continue as a going concern in its present configuration. If the charity was unable to continue in operational existence in its present configuration for the foreseeable future, adjustments would be made to reduce the balance sheet values of assets to their recoverable amounts and to provide for further liabilities that might arise and to reclassify fixed assets and long term liabilities as current assets and liabilities. Accordingly the Trustees believe that it is appropriate for the financial statements to be prepared on the going concern basis.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Investment income is included when receivable.

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Capital grants are released to the Statement of Financial Activities in the year of receipt. Fixed assets relating to capital grants are capitalised, and depreciation charged is offset against the grant income, in a restricted fund.

Income from conferences and events is recognised at the date the conference takes place.

#### Match funding

Where a project has been undertaken on the condition that the grant funding will be matched by funding from the charity's reserves the income from the grant funder is shown as restricted income and only the expenditure reclaimed by the grant funder is shown as restricted expenditure. That part of the project expenditure which is met by the charity is included within unrestricted expenditure. A summary of the matched funding is included in the notes to the accounts.

### 1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Costs associated with conferences and events are recognised at the date at which the conference takes place.

Expenditure on charitable activities includes all costs relating to the furtherance of the charity's objectives as stated in the trustee's report and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% reducing balance
-----------------------	----------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

Furniture, fixtures and fittings and computer equipment costing less than £5,000 are not capitalised but are expensed through the Statement of Financial Activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### *Derecognition of financial assets*

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

#### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

The cost of providing benefits under defined benefit plans is determined separately for each plan using the projected unit credit method, and is based on actuarial advice.

The change in the net defined benefit liability arising from employee service during the year is recognised as an employee cost. The cost of plan introductions, benefit changes, settlements and curtailments are recognised as incurred.

The net interest element is determined by multiplying the net defined benefit liability by the discount rate, taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in income/(expenditure) for the year.

Remeasurement changes comprise actuarial gains and losses, the effect of the asset ceiling and the return on the net defined benefit liability excluding amounts included in net interest. These are recognised immediately in other recognised gains and losses in the period in which they occur and are not reclassified to income/(expenditure) in subsequent periods.

The net defined benefit pension asset or liability in the balance sheet comprises the total for each plan of the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information, and in the case of quoted securities is the published bid price. The value of a net pension benefit asset is limited to the amount that may be recovered either through reduced contributions or agreed refunds from the scheme.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 3 Charitable activities

	Information services 2021	£	Workforce development & development 2021	£	Workforce Play Provision 2021	£	Total 2021	£	Information services 2020	£	Workforce development & development 2020	£	Workforce Play Provision 2020	£	Total 2020	£
Publications and merchandise																
Grants	429,947	-	395,710	-	324,054	-	1,149,711	-	4,128	-	112,141	-	156,918	-	4,128	-
Workforce training income	-	-	-	-	-	-	-	-	135,718	-	9,309	-	-	-	404,777	-
Other earned income	190	-	806	-	5,900	-	6,896	-	-	-	2,137	-	8,840	-	10,977	-
Conferences and seminars	-	-	-	-	-	-	-	-	5,379	-	-	-	-	-	5,379	-
	430,137	-	396,516	-	329,954	-	1,156,607	-	145,225	-	123,587	-	165,758	-	434,570	-
Analysis by fund																
Unrestricted funds	430,137	-	396,516	-	240,243	-	1,066,896	-	145,225	-	123,587	-	120,981	-	389,793	-
Restricted funds	-	-	-	-	89,711	-	89,711	-	-	-	-	-	44,777	-	44,777	-
	430,137	-	396,516	-	329,954	-	1,156,607	-	145,225	-	123,587	-	165,758	-	434,570	-
Grants																
Welsh Government	429,947	-	395,710	-	234,343	-	1,060,000	-	135,718	-	112,141	-	112,141	-	360,000	-
Sport Wales - Healthy and Active Fund	-	-	-	-	73,522	-	73,522	-	-	-	-	-	44,777	-	44,777	-
National Lottery Community Fund	-	-	-	-	6,189	-	6,189	-	-	-	-	-	-	-	-	-
Cwm Taf Morgannwg University Health Board	-	-	-	-	10,000	-	10,000	-	-	-	-	-	-	-	-	-
	429,947	-	395,710	-	324,054	-	1,149,711	-	135,718	-	112,141	-	156,918	-	404,777	-



## PLAY WALES / CHWARAE CYMRU

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Sundry items	738	1,861

#### 5 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	179	523

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 6 Charitable activities

	Information services 2021 £	Training & Workforce development 2021 £	Play policy, support & advocacy 2021 £	Total 2021 £	Total 2020 £
Staff costs	70	144	63,799	64,013	39,630
Royalties and subscriptions	-	-	-	-	59
Conferences, seminars and courses	-	-	-	-	13,555
Printing, translation, art and advertising	30,577	575	38,084	69,236	6,341
Training and consultancy	191,005	35,333	88,703	315,041	19,488
Administration and meeting costs	3,043	-	10,704	13,747	3,350
Computer and website	45,387	16,710	425	62,522	-
Legal, professional and subscriptions	-	-	-	-	46
	<u>270,082</u>	<u>52,762</u>	<u>201,715</u>	<u>524,559</u>	<u>82,469</u>
Share of support costs (see note 7)	185,380	125,738	126,326	437,444	357,315
Share of governance costs (see note 7)	6,000	-	-	6,000	38,138
	<u>461,462</u>	<u>178,500</u>	<u>328,041</u>	<u>968,003</u>	<u>477,922</u>
<b>Analysis by fund</b>					
Unrestricted funds	461,462	178,500	238,330	878,292	433,145
Restricted funds	-	-	89,711	89,711	44,777
	<u>461,462</u>	<u>178,500</u>	<u>328,041</u>	<u>968,003</u>	<u>477,922</u>

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 7 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	364,818	-	364,818	302,775	26,701	329,476
Depreciation	128	-	128	147	12	159
Staff training	-	-	-	531	49	580
Premises	21,168	-	21,168	19,532	2,915	22,447
Property running costs	1,662	-	1,662	1,522	138	1,660
Administration and meeting costs	13,372	-	13,372	14,889	1,352	16,241
Communications, computer and website	28,335	-	28,335	15,377	1,400	16,777
Legal, professional and subscriptions	7,961	-	7,961	2,542	1,011	3,553
Audit fees	-	6,000	6,000	-	4,560	4,560
	<u>437,444</u>	<u>6,000</u>	<u>443,444</u>	<u>357,315</u>	<u>38,138</u>	<u>395,453</u>
Analysed between Charitable activities	<u>437,444</u>	<u>6,000</u>	<u>443,444</u>	<u>357,315</u>	<u>38,138</u>	<u>395,453</u>

Governance costs includes payments to the auditors of £5,500 (2020: £4,000) for audit fees and £500 (2020: £560) for accountancy fees.

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year or prior year.

None of the trustees were reimbursed for travel expenses in the year (2020: 3 trustees were reimbursed for travel expenses totalling £204).

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Direct charitable expenditure	6	5
Other expenses	2	2
Total	8	7

Employment costs	2021 £	2020 £
Wages and salaries	309,722	269,862
Social security costs	28,327	24,149
Other pension costs	90,782	75,095
	428,831	369,106

#### Full time equivalents

The average monthly number of full time equivalents during the year was 7.15 (2020: 6.55).

#### Key management personnel

Key management personnel oversee the directing, controlling and operating the charity on a day-to-day basis. The pay of senior staff is reviewed annually and increased in line with the pay scales for education professionals employed under Soulbury pay and conditions. The Soulbury committee has issued advice and guidance on where different levels of posts should be placed on the pay scale that the charity has followed. The total employee benefits of the key management personnel of the charity were £158,267 (2020: £143,751).

The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£60,000 - £69,999	1	-

### 10 Other

	Unrestricted funds 2021	Unrestricted funds 2020
FRS 102 pension costs	20,000	20,000
	20,000	20,000

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 11 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 April 2020	18,076
At 31 March 2021	18,076
<b>Depreciation and impairment</b>	
At 1 April 2020	17,443
Depreciation charged in the year	129
At 31 March 2021	17,572
<b>Carrying amount</b>	
At 31 March 2021	504
At 31 March 2020	633

### 12 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	5,973	3,514
Other debtors	500,000	-
Prepayments and accrued income	5,824	10,733
	511,797	14,247

### 13 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		10,740	6,328
Deferred income	14	13,189	5,793
Trade creditors		448,548	10,876
Other creditors		11,109	-
Accruals		24,649	17,630
		508,235	40,627

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 14 Deferred income

	2021 £	2020 £
Arising from grants, memberships, events and training	13,189	5,793

Deferred income is included in the financial statements as follows:

	2021 £	2020 £
Balance brought forward		
Income received	5,793	19,002
Income released	14,292	16,584
	(6,896)	(29,793)
Balance carried forward	13,189	5,793

### 15 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

#### Defined benefit schemes

The charity utilises a pension scheme providing benefits based on final pensionable pay which is operated through the Cardiff and Vale Local Government pension scheme. The assets of the scheme are held separately from those of the Charity, being invested with insurance companies.

The contributions are determined by a qualified actuary on the basis of triennial valuations using the projected unit method. The contributions for this period were based on the valuation at 31 March 2019.

The most recent valuation of the fund was at 31 March 2019. The assumptions that have the most significant effect on the results of the valuation are those relating to the rate of return of investments and the rate of increase in salaries and pensions.

#### Valuation

The contributions of the charity and the employees were at 23.9% and a percentage of earnings of between 2.9% and 8.5% respectively. Under the projected unit method the current service costs would be expected to increase over time as members of the scheme approach retirement.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 15 Retirement benefit schemes

(Continued)

#### Key assumptions

	2021 %	2020 %
Discount rate	2.1	2.3
Expected rate of increase of pensions in payment	2.7	2.0
Expected rate of salary increases	3.7	3.0
CPI inflation	2.7	2.0
Pension accounts revaluation rate	2.7	2.0

#### Mortality assumptions

The assumed life expectations on retirement at age 65 are:

	2021 Years	2020 Years
Retiring today		
- Males	22.3	22.2
- Females	24.7	24.6
Retiring in 20 years		
- Males	23.3	23.2
- Females	26.1	26

Amounts recognised in the profit and loss account:

	2021 £	2020 £
Current service cost	100,000	90,000
Net interest on defined benefit liability/(asset)	10,000	-
Other costs and income	-	10,000
Total costs	110,000	100,000

Amounts taken to other comprehensive income:

	2021 £	2020 £
Actual return on scheme assets	(450,000)	230,000
Less: calculated interest element	50,000	60,000
Return on scheme assets excluding interest income	(400,000)	290,000
Actuarial changes related to obligations	480,000	(100,000)

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 15 Retirement benefit schemes

(Continued)

The amounts included in the balance sheet arising from the charity's obligations in respect of defined benefit plans are as follows:

	2021 £	2020 £
Present value of defined benefit obligations	3,130,000	2,520,000
Fair value of plan assets	(2,870,000)	(2,360,000)
Deficit in scheme	260,000	160,000

Movements in the present value of defined benefit obligations:

	2021 £
Liabilities at 1 April 2020	2,520,000
Current service cost	100,000
Benefits paid	(50,000)
Contributions from scheme members	20,000
Actuarial gains and losses	480,000
Interest cost	60,000
At 31 March 2021	3,130,000

The defined benefit obligations arise from plans which are wholly unfunded.

Movements in the fair value of plan assets:

	2021 £
Fair value of assets at 1 April 2020	2,360,000
Interest income	50,000
Return on plan assets (excluding amounts included in net interest)	400,000
Benefits paid	(50,000)
Contributions by the employer	90,000
Contributions by scheme members	20,000
At 31 March 2021	2,870,000



# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 15 Retirement benefit schemes

(Continued)

The fair value of plan assets at the reporting period end was as follows:

	2021 £	2020 £
Equity instruments	1,882,720	1,564,680
Property	189,420	162,840
Government Bonds	307,090	224,200
Corporate Bonds	450,590	372,880
Cash	40,180	33,040
Other	-	2,360
	<u>2,870,000</u>	<u>2,360,000</u>

### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds		
	Incoming resources £	Resources expended £	Balance at 1 April 2020 £	Incoming resources £	Resources expended 31 March 2021 £	Balance at 31 March 2021 £
Sport Wales - Healthy and Active Fund	44,777	(44,777)	-	73,522	(73,522)	-
National Lottery Community Fund	-	-	-	6,189	(6,189)	-
Cwm Taf Morgannwg University Health Board	-	-	-	10,000	(10,000)	-
	<u>44,777</u>	<u>(44,777)</u>	<u>-</u>	<u>89,711</u>	<u>(89,711)</u>	<u>-</u>

**Sport Wales- Healthy and Active Fund** - fund to support, actively promote and enable healthy activity among children and young people.

**National Lottery Community Fund** - this funding was awarded to distribute materials to assist in COVID-19 recovery.

**Cwm Taf Morgannwg University Health Board** - Play Wales will work with three local authorities to support community interventions for play, including: increasing opportunities for free unstructured play and exploring the use of schools to open their grounds before and after the school day for play and physical activity opportunities.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Resources expended £	Balance at 1 April 2020 £	Transfers £	Balance at 31 March 2021 £
Potential redundancy costs	87,700	-	87,700	-	87,700
Future book production costs	28,000	-	28,000	-	28,000
Future revising qualification, training materials and resources	32,900	(18,600)	14,300	-	14,300
Pension fund lump sum payments	13,800	(13,800)	-	-	-
Fixed Asset Fund	-	-	-	504	504
Training and workforce development	-	-	-	180,000	180,000
Play Ambassadors project	-	-	-	6,400	6,400
	<u>162,400</u>	<u>(32,400)</u>	<u>130,000</u>	<u>186,904</u>	<u>316,904</u>

Designated funds comprise of funds that are set aside for specific purposes which would otherwise form part of the general reserves of the organisation.

The trustees consider it prudent to set aside an amount equivalent to the potential redundancy costs for the organisation's staff. They have also set aside the surplus on book sales to underwrite future production costs that are expected to be used during the financial year 2022/23. The revising of the P<sup>3</sup> qualification training materials and resources are likely to be completed and expended in 2021/22. Training & workforce development is the development of training, events, toolkits and training materials aimed at the play workforce, including a particular focus on schools and school staff and the importance of play to support Covid recovery in the coming years. The contingency for the Play Ambassadors project has been made to assist in the completion of the project.

The fixed asset fund represents the net book value of the charity's fixed assets.

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 18 Analysis of net assets between funds

Fund balances at 31 March 2021 are represented by:

	Unrestricted 2021 £	Designated 2021 £	Restricted 2021 £	Total 2021 £	Unrestricted 2020 £	Designated 2020 £	Restricted 2020 £	Total 2020 £
Tangible assets	-	504	-	504	633	-	-	633
Current assets/(liabilities)	287,924	316,400	-	604,324	284,674	130,000	-	414,674
Pension	(260,000)	-	-	(260,000)	(160,000)	-	-	(160,000)
	27,924	316,904	-	344,828	125,307	130,000	-	255,307

# PLAY WALES / CHWARAE CYMRU

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 19 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	489	489
Between two and five years	856	979
	<u>1,345</u>	<u>1,468</u>

#### 20 Related party transactions

Play Wales made payments of £7,332 (2020: £5,875) on behalf of another not for profit organisation during the year. Play Wales was subsequently reimbursed for the payments made. The CEO is a trustee of the not for profit organisation noted above. Amounts owed to the charity as at 31st March 2021 totalled £703 (2020: £1,112).

#### 21 Cash generated from operations

	2021 £	2020 £
Surplus/(deficit) for the year	169,521	(60,968)
Adjustments for:		
Investment income recognised in statement of financial activities	(179)	(523)
Depreciation and impairment of tangible fixed assets	128	159
Difference between pension charge and cash contributions	20,000	20,000
Movements in working capital:		
(Increase)/decrease in debtors	(497,550)	144,721
Increase/(decrease) in creditors	460,213	(116,033)
Increase/(decrease) in deferred income	7,396	(13,209)
Cash generated from/(absorbed by) operations	<u>159,529</u>	<u>(25,853)</u>

#### 22 Analysis of changes in net funds

The charity had no debt during the year.