

REGISTERED COMPANY NUMBER: 09442336 (England and Wales)
REGISTERED CHARITY NUMBER: 1161709

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2022
for
Community Lives Consortium**

Haines Watts Wales LLP, Statutory Auditors
7 Neptune Court
Vanguard Way
Cardiff
CF24 5PJ

Community Lives Consortium

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**Report of the Trustees
for the Year Ended 31st March 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of 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).

Incorporation

The charitable company was incorporated on 16th February 2015.

Objectives and activities

Purposes and aims

The aim of the Consortium is to provide support for people who want to live successful lives in their communities. The Consortium provides services under contract with either City and County of Swansea or Neath Port Talbot County Borough Council.

Public benefit

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous twelve months. The review also helps us ensure our aims, objectives and activities remained focused on our stated objectives. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities thus ensuring that it continues in its purpose of supporting disabled people to live successful lives in their communities.

**Report of the Trustees
for the Year Ended 31st March 2022**

Strategic report

Achievement and performance

Charitable activities

The Consortium is a non-profit making organisation, we support people who need extra support and social care to live successful lives in the communities of Swansea and Neath Port Talbot.

Our shared purpose is to support people to live the life they choose.

The people it supports, their families, and the staff employed to support them are encouraged to work together so that the things that matter to these people occur reliably and safely in their lives.

Our year between April 2021 and March 2022:

- The organisation has started supporting more people over the year as it starts to grow again following the conclusion of the Swansea retendering process. If all vacant tenancies are filled we have capacity to serve 175 individuals at the end of the year.
- By the end of the year we were delivering 11,010 hours of support per week and employed 396 staff.
- In response to this retendering we have developed a new locality model for support, this model has won all of the tenders possible and scored very highly in the tendering competitions that took place. This locality model of supported living is now being developed to become formally user led, we now have monthly user-led management groups for all of our localities. We are also supporting 5 of our members to run their own Direct Payment cooperative through which they organise their personal care which the organisation delivers. This is challenging us to make all of our management systems simpler so that people can become full partners in the management of their support.
- We provide these services to the people that we support:- Support with personal care and to maximise their wellbeing and independence.- Support to live a full life in the community and to access employment and day time opportunities- Support to maintain and develop their personal social networks- Support to manage their money.- Support to look after their home.
- The people that we support have 5 different social landlords, some also have private landlords and two own their homes.
- In this year a major theme has been protecting both the people we support and their staff teams from COVID19. We have introduced comprehensive measures that have ensured that we and the people we support have followed the changing COVID guidance over this period. Only a small number of people we support have tested positive for COVID 19 and they have all had a mild illness. Our COVID measures have been viewed as robust and thorough by local Public Health officials.
- Our communication systems have changed in response to COVID and we have used 'Facebook Workplace' as an internal communication system. This has enabled tenants and staff to communicate openly with each other while covid restrictions have been in place. We use communication systems provided by both Google and Facebook thus this has also improved the resilience of our communication systems.
- The greatest pressure on the organisation is the difficulty to recruit sufficient numbers of staff, this is an issue across the social care sector however the level of recruitment in March 2022 was 93% and the turnover for the second six months of this period was 14%. This issue is exacerbated by a higher level of sickness absence caused by COVID 19. We have worked with our commissioners to develop a low staffing plan, this plan has enabled us to provide a safe and outcome focused service while we have been managing both Covid and under recruitment. It is very positive that in October 2021 our commissioners agreed to give us a 10% fee uplift so that we could increase front line rates of pay to above Real Living Wage levels.

Financial review

Financial position

The operating surplus for the period ended 31st March 2022 amounted to £245,635. The overall level of funds carried forward into 2021/22 amounted to £696,282 of which £166,880 is restricted.

Funding continued to be received from those local authorities with whom the Consortium has a service level agreement. This income is treated as restricted based on geographical grounds. In addition the Consortium received Supporting People Grant from those local authorities as well as contributions from the people we support in the form of housing benefit and other contributions. The principal cost for the period was staff salaries and related costs, the staff provides the level of care required to meet the Consortium's obligations under the service level agreements. In addition, the Consortium meets the cost of accommodation on behalf of the people we support, including rent, housing associations management charges and other housekeeping costs.

**Report of the Trustees
for the Year Ended 31st March 2022**

Strategic report

Financial review

Reserves policy

The reserves policy of the Consortium recognises the need to hold reserves to ensure funds are available to provide continuing care to people with disabilities should the income levels fall. A minimum level of reserves needs to be retained to ensure the trustees can operate if individual projects are lost to ensure the remaining projects can support indirect overheads. In addition, reserves are required to meet legal and other statutory commitments should the Consortium be unable to continue due to a lack of a sustainable income stream.

Reserves are also required to meet the future maintenance programme for the accommodation provided for the people we support. The trustees have set a target of establishing and maintaining the charity's reserves at a level which is at least equivalent to three months' operational expenditure and will do so having regard to the manner of operation of its funding streams.

The Consortium is dependent upon receipt of Local Authority Grants, Supporting People Grants and other income. The current economic climate is uncertain and the threat of Central Government cuts will almost certainly have a negative impact on future income streams. A reduction in local government funding will inevitably lead to a review of current grant levels. The trust is experiencing a lack of funds available for support due to the historic low interest rates.

The Consortium recorded an increase in its unrestricted funds of £195,635, with overall total funds showing a net asset position of £696,282 at the year end. This reflects the operational activities for the year which saw a surplus of £245,635. The level of available reserves unrestricted funds less fixed assets and designated reserves on 31st March 2022 was (£322,726). This is due to the change in the way SHPS are now able to provide CLC with the actual cost of the past service deficit debt under FRS102 in relation to the closed Defined Benefit scheme that operated in the past. The inclusion of this liability has a negative impact of £459,000 on the reserves.

The trustees are committed to maintaining current service levels for as long as the funding permits, and will review the levels of reserves required regularly on a quarterly basis, when the quarterly management accounts are presented.

Plans for future periods

The things that have happened over the last year, the information we have about our performance and what we have been told by people involved with the service suggests that there are important things we need to focus on, these are:

- Recruitment, retention and working to become a Real Living Wage Employer again now that the Real Living Wages rate has increased to £10.90 per hour
- Developing our localities model
- Maintaining robust financial management
- Actively seek new opportunities in other local authority areas

Further information on these plans can be found on our full Annual Report available from our website.

Improving the way we manage the organisation

Recruitment

In April 2022 the most significant challenge to the successful delivery of our service is continuing to recruit a sufficient number of staff. We have committed ourselves to remaining a Real Living Wage employer, after the rate of Real Living Wage increased to £10.90 per hour in October 2022 we need a further rate uplift of at least 5.5% to meet these costs, these are being negotiated with our commissioners.

We have created new roles to attract both social care students in local colleges and also more experienced staff through the creation of a Lead Support Worker role.

We are developing a very local recruitment approach which links with local community development workers and community groups and finds people looking for work who share similar interests to the people that we support.

Financial Management

In May 2021 we very sadly lost our Director of Business and Finance after a very sudden illness. Our Business and Finance team has covered his absence positively. We appointed an Interim Financial Controller to support our finance team to develop and this has led to recruiting a new Part Time Financial Controller post to supervise the team from September 2022 onwards.

**Report of the Trustees
for the Year Ended 31st March 2022**

Structure, governance and management

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Charity is a company limited by guarantee, registration number 09442336 and is governed by its Memorandum and Articles of Association. It is also registered with the Charity Commission, number 1161709. The Trustees are also the Board of Management (Directors) of the Charity. The trustees nominate prospective trustees who are officially accepted at the Annual General Meeting.

Recruitment and appointment of new trustees

The Trustees are appointed by the members at the AGM. They are not only drawn from the business community in the locality in which the Consortium operates, but also include representatives from managing partners and other organisations working with the Consortium. In addition, the people we support are encouraged to become board members as part of the Consortium's philosophy of improving and developing their lives.

Most of the trustees are already familiar with the practical work of the Consortium. New trustees are invited and encouraged to attend a series of short training sessions to familiarise themselves with the Consortium and the context within which it operates. An induction pack has been prepared drawing information from the various Charity Commission publications signposted through the Commission's guide "The Essential Trustee" as a follow up to these sessions.

Organisational structure

The trustees are responsible for formulating policies and procedures and for ensuring the correct level of internal control. The day to day running of the Consortium is the responsibility of the Chief Executive and the Management Team, who report to the trustees at their regular meetings. There are no volunteers.

The Board of Management have overall responsibility for the governance of CLC.

Financial controls

Controls over the client affairs are affected by an inspection by both the Trustees and the external auditors. Internal controls are subject to regular inspections from the contract managers and the local authorities.

Employment policies

The charity's policy is to give full and fair consideration to applications for employment made by disabled persons, having regard to their particular aptitudes and abilities.

Disabled employees receive appropriate training to promote their career development within the charity. Employees who become disabled are retained in their existing posts where possible or retrained for suitable alternative posts. Regular meetings are held between senior management and employee representatives to discuss matters of concern.

Employees are kept well-informed about the progress and position of the charity by means of regular departmental meetings.

Related parties

The trustees include service users and relatives for which they receive no special rights or privileges.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees have recognised the loss of grant funding and a failure of its duty of care to the beneficiaries of the Consortium as its major risks. To mitigate the loss of funding a reserve policy has been created to enable the principal objects to be met and to meet any statutory redundancy costs which may arise as a result of the loss. Suitable levels of supervision, training and procedures have been put into place to ensure the standard of care is of the highest level. Internal controls have also been implemented to safeguard the people we support money.

Reference and administrative details

Registered Company number

09442336 (England and Wales)

Registered Charity number

1161709

**Report of the Trustees
for the Year Ended 31st March 2022**

Registered office

24 Walter Road
SWANSEA
SA1 5NN

Trustees

Mr C Edwards
Mr S H Harper
Ms N J A Roberts
Mr P Shuttleworth
Ms S M Cole
Mr I G Davies
Mr P J Jones
Ms L C Stainsby
Mr P Lawrence

Company Secretary

Mr R I Wilson

Auditors

Haines Watts Wales LLP, Statutory Auditors
7 Neptune Court
Vanguard Way
Cardiff
CF24 5PJ

Bankers

Barclays
Mid & South West Wales Team
1-6 Pockets Wharf
East Burrows Road
Swansea
SA1 3XL

Funds held as custodian for others

The Consortium manages money on behalf of its services users. This service includes paying expenditure on their behalf. Detailed records are kept to ensure that the Consortium is able to identify amounts owed to/by each individual.

Key management

Rick Wilson - Chief Executive
Lynda Rosselli - Responsible Individual
David Liddiard - Part Time Financial Controller

Statement of trustees' responsibilities

The trustees (who are also the directors of Community Lives Consortium for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Report of the Trustees
for the Year Ended 31st March 2022**

Statement of trustees' responsibilities - continued

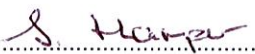
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

The auditors, Haines Watts Wales LLP, Statutory Auditors, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on19/12/2022..... and signed on the board's behalf by:


.....

Mr S H Harper - Trustee

Report of the Independent Auditors to the Members of Community Lives Consortium

Opinion

We have audited the financial statements of Community Lives Consortium (the 'charitable company') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and 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 (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2022 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 charitable company'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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Report of the Independent Auditors to the Members of Community Lives Consortium

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 charitable company'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 liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our planning procedures identify the legal and regulatory frameworks applicable to the operations and financial statements of the group. These are reviewed internally with the audit team including relevant industry experience and expectations as well as externally with the client management. The key laws and regulations we considered in this context were the UK Companies Act 2006, Charities Act 2011 and relevant tax legislation.

Once identified, we assess the risks of material misstatements in relation to the laws and regulations, irregularities, including fraud and adjust our testing accordingly. Our audit procedures include:

- Discussing with Trustees and management which areas of the business they believe to be more susceptible to fraud, and whether they have any knowledge or suspicion of fraudulent activities;
- Obtaining an understanding of the key controls put in place by the group to address risks identified, assessing the effectiveness of those and discussing how these are maintained and monitored internally;
- Assessing the risk of management override and review and testing of journal entries made into the accounting system;
- Challenging assumptions and judgements made by the group in relation to the significant accounting estimates employed in the preparation of the financial statements;
- Discussions with Trustees and management the legal and regulatory obligations of the business and whether they have any knowledge or suspicion of non compliance.

Despite the audit being planned and conducted in accordance with ISAs (UK) there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularities likely involve collusion, forgery, intentional misrepresentation, or the override of internal controls.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Victoria Carter (Senior Statutory Auditor)
for and on behalf of Haines Watts Wales LLP, Statutory Auditors
7 Neptune Court
Vanguard Way
Cardiff
CF24 5PJ

Date: 22/12/2022

Community Lives Consortium

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31st March 2022


	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Income and endowments from					
Charitable activities					
Supported living		12,194,715	-	12,194,715	13,175,057
Expenditure on					
Charitable activities	3				
Supported living		11,949,080	-	11,949,080	13,122,766
NET INCOME		245,635	-	245,635	52,291
Other recognised gains/(losses)					
Actuarial gains/(losses) on defined benefit schemes		(50,000)	-	(50,000)	(84,000)
Net movement in funds		195,635	-	195,635	(31,709)
Reconciliation of funds					
Total funds brought forward		333,767	166,880	500,647	532,356
Total funds carried forward		529,402	166,880	696,282	500,647

The notes form part of these financial statements

Balance Sheet
31st March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Fixed assets					
Tangible assets	8	639,119	-	639,119	656,493
Current assets					
Debtors	9	1,040,438	-	1,040,438	889,527
Cash at bank		30,548	166,880	197,428	198,719
		<u>1,070,986</u>	<u>166,880</u>	<u>1,237,866</u>	<u>1,088,246</u>
Creditors					
Amounts falling due within one year	10	(668,708)	-	(668,708)	(582,276)
Net current assets		<u>402,278</u>	<u>166,880</u>	<u>569,158</u>	<u>505,970</u>
Total assets less current liabilities		<u>1,041,397</u>	<u>166,880</u>	<u>1,208,277</u>	<u>1,162,463</u>
Creditors					
Amounts falling due after more than one year	11	(52,995)	-	(52,995)	(92,816)
Provisions for liabilities	14	(459,000)	-	(459,000)	(569,000)
NET ASSETS/(LIABILITIES)		<u><u>529,402</u></u>	<u><u>166,880</u></u>	<u><u>696,282</u></u>	<u><u>500,647</u></u>
Funds	15				
Unrestricted funds				529,402	333,767
Restricted funds				<u>166,880</u>	<u>166,880</u>
Total funds				<u><u>696,282</u></u>	<u><u>500,647</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 19/12/2022 and were signed on its behalf by:


Mr S H Harper - Trustee

Community Lives Consortium

**Cash Flow Statement
for the Year Ended 31st March 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	46,162	(135,409)
Interest paid		(4,376)	(5,384)
Net cash provided by/(used in) operating activities		<u>41,786</u>	<u>(140,793)</u>
 Cash flows from financing activities			
Loan repayments in year		(39,821)	(35,490)
Net cash used in financing activities		<u>(39,821)</u>	<u>(35,490)</u>
 Change in cash and cash equivalents in the reporting period		 1,965	 (176,283)
Cash and cash equivalents at the beginning of the reporting period	2	<u>195,463</u>	<u>371,746</u>
Cash and cash equivalents at the end of the reporting period	2	<u><u>197,428</u></u>	<u><u>195,463</u></u>

The notes form part of these financial statements

Community Lives Consortium

**Notes to the Cash Flow Statement
for the Year Ended 31st March 2022**

1. Reconciliation of net income to net cash flow from operating activities

	2022	2021
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	245,635	52,291
Adjustments for:		
Depreciation charges	17,374	18,387
Interest paid	4,376	5,384
(Increase)/decrease in debtors	(150,911)	45,811
Increase/(decrease) in creditors	89,688	(102,282)
Difference between pension charge and cash contributions	(160,000)	(155,000)
Net cash provided by/(used in) operations	<u>46,162</u>	<u>(135,409)</u>

2. Analysis of cash and cash equivalents

	2022	2021
	£	£
Notice deposits (less than 3 months)	197,428	198,719
Overdrafts included in bank loans and overdrafts falling due within one year	-	(3,256)
Total cash and cash equivalents	<u>197,428</u>	<u>195,463</u>

3. Analysis of changes in net funds

	At 1.4.21	Cash flow	At 31.3.22
	£	£	£
Net cash			
Cash at bank	198,719	(1,291)	197,428
Bank overdraft	(3,256)	3,256	-
	<u>195,463</u>	<u>1,965</u>	<u>197,428</u>
Debt			
Debts falling due within 1 year	(36,587)	-	(36,587)
Debts falling due after 1 year	(92,816)	39,821	(52,995)
	<u>(129,403)</u>	<u>39,821</u>	<u>(89,582)</u>
Total	<u>66,060</u>	<u>41,786</u>	<u>107,846</u>

Community Lives Consortium
Notes to the Financial Statements
for the Year Ended 31st March 2022

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Community Lives Consortium is a charitable company in the United Kingdom. The address of the registered office is given in the charity information on page 5 of these financial statements. The nature of the charity's operations and principal activities are the provision of or assistance with supported living.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Housing benefit claimed on behalf of all service users is accounted for on a receivable basis.

Grants and service level agreements to support the provision of care are accounted for in the financial year to which they relate. Grants received to finance the cost of fixed asset are recognised as restricted funds and used to finance the annual depreciation charge.

Investment income comprises bank deposit interest received.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 1.5% on cost
Fixtures and fittings	- 15% on cost
Motor vehicles	- 20% on cost

Fixed assets with a value in excess of £1,000 are initially recorded at cost.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Community Lives Consortium

Notes to the Financial Statements - continued for the Year Ended 31st March 2022

1. Accounting policies - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The Charity operates a defined contribution pension scheme. Contribution payable to the charities pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The Charity also operates a defined benefit pension scheme. The assets of the scheme are held separately from those of the Charity. The provisions of FRS102 have been adopted. The contributions to the scheme are charged to the Statement of Financial Activities so as to spread the cost of pensions over the service lives of employees.

Confirmed contributions towards past service deficits are recognised on the balance sheet as a creditor on notification with valuations and payments towards this balance adjusted annually and in line with tri-annual valuations.

Debtors

Debtors include amounts owed to the charity for the provision of goods and services or amounts the charity has paid in advance for the goods and services it will receive. Debtors are measured at their recoverable amounts.

Cash at bank and in hand

Cash at bank and in hand is held to meet short-term cash commitments as they fall due and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value. A cash equivalent will normally have a short maturity of, say, three months or less from the date of acquisition.

Liabilities

Liabilities are amounts due to creditors and any provision made as a result of an obligation to transfer economic benefits, usually in the form of a cash payment, to a third party. Liabilities are measured at their settlement amount and recognised for the amount that the charity anticipates it will pay to settle the debt.

Redundancy costs

Redundancy costs arising from periodic reviews of staff levels are charged against the statement of financial activity in which employees leave the charity.

2. Income from charitable activities

		2022	2021
	Activity	£	£
SSDD charges	Supported living	562,573	651,032
ILF	Supported living	(4,380)	65,322
Housing benefit	Supported living	1,821,394	2,101,886
Swansea Community Care	Supported living	4,031,070	4,881,739
NPT Community Care	Supported living	3,772,781	3,341,332
Swansea Bay UHB	Supported living	1,117,564	1,337,960
Rhondda Cynon Taff	Supported living	-	74,546
Covid-19 grants and additional income	Supported living	784,548	553,831
Sundry income	Supported living	109,165	167,409
		<u>12,194,715</u>	<u>13,175,057</u>

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

3. Charitable activities costs

	Direct Costs £	Support costs (see note 4) £	Totals £
Supported living	10,467,384	1,481,696	11,949,080

4. Support costs

	Management £	Governance costs £	Totals £
Supported living	1,468,496	13,200	1,481,696

5. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2022 £	2021 £
Auditors' remuneration	13,200	20,034
Auditors' remuneration for non audit work	-	1,320
Depreciation - owned assets	17,374	18,386
Loan interest	4,376	4,384

6. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

7. Staff costs

	2022 £	2021 £
Wages and salaries	8,955,402	9,860,745
Social security costs	666,323	735,540
Other pension costs	283,906	347,207
	<u>9,905,631</u>	<u>10,943,492</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Operational staff	368	458
Administrative staff	34	34
	<u>402</u>	<u>492</u>

No employees received emoluments in excess of £60,000.

During the year, Community Lives Consortium paid key management gross salaries totalling £131,586 (2021: £185,658). Key management are considered to be 2 individuals during the year (3 in prior year) who directly impact upon the strategic direction of the charity.

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

8. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Totals £
Cost				
At 1st April 2021 and 31st March 2022	708,607	9,398	43,671	761,676
Depreciation				
At 1st April 2021	64,787	9,398	30,998	105,183
Charge for year	11,314	-	6,060	17,374
At 31st March 2022	76,101	9,398	37,058	122,557
Net book value				
At 31st March 2022	632,506	-	6,613	639,119
At 31st March 2021	643,820	-	12,673	656,493

9. Debtors: amounts falling due within one year

	2022 £	2021 £
Trade debtors	969,445	878,995
Other debtors	70,993	10,532
	1,040,438	889,527

10. Creditors: amounts falling due within one year

	2022 £	2021 £
Bank loans and overdrafts (see note 12)	36,587	39,843
Trade creditors	51,133	38,799
Social security and other taxes	218,936	187,970
Other creditors	342,018	295,630
Accrued expenses	20,034	20,034
	668,708	582,276
Deferred income brought forward	249,255	191,128
Amounts released to incoming resources	(249,255)	(191,128)
Amounts deferred in year	213,587	249,255
Deferred income carried forward	213,587	249,255

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

11. Creditors: amounts falling due after more than one year

	2022	2021
	£	£
Bank loans (see note 12)	52,995	92,816

12. Loans

An analysis of the maturity of loans is given below:

	2022	2021
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	-	3,256
Bank loans	36,587	36,587
	<u>36,587</u>	<u>39,843</u>
Amounts falling between one and two years:		
Bank loans - 1-2 years	24,433	36,587
	<u>24,433</u>	<u>36,587</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	28,562	55,144
	<u>28,562</u>	<u>55,144</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	-	1,085

13. Secured debts

The following secured debts are included within creditors:

	2022	2021
	£	£
Bank loans	89,582	129,403

The bank loans are secured on the assets of Community Lives Consortium.

14. Provisions for liabilities

	2022	2021
	£	£
Pension Deficit Liability	459,000	569,000
	<u>459,000</u>	<u>569,000</u>
	2022	2021
	£	£
Balance brought forward	569,000	640,000
Amounts provided in the year	-	-
Amounts released in the year	(110,000)	(71,000)
	<u>459,000</u>	<u>569,000</u>

During the year the Charity has been provided with its calculated share of the net liability position for its participation in SHPS. Full details of the pension scheme are shown in note 19.

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

15. Movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	(518,617)	195,635	(322,982)
Self Assurance	99,964	-	99,964
CLC Assistive Technology	734,664	-	734,664
R&R Reserve	17,756	-	17,756
	<u>333,767</u>	<u>195,635</u>	<u>529,402</u>
Restricted funds			
Intensive Support	101,863	-	101,863
Local Authority	32,642	-	32,642
Ysgol Street Development	32,375	-	32,375
	<u>166,880</u>	<u>-</u>	<u>166,880</u>
TOTAL FUNDS	<u>500,647</u>	<u>195,635</u>	<u>696,282</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	12,194,715	(11,949,080)	(50,000)	195,635
	<u>12,194,715</u>	<u>(11,949,080)</u>	<u>(50,000)</u>	<u>195,635</u>
TOTAL FUNDS	<u>12,194,715</u>	<u>(11,949,080)</u>	<u>(50,000)</u>	<u>195,635</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	(486,908)	(31,709)	(518,617)
Self Assurance	99,964	-	99,964
CLC Assistive Technology	734,664	-	734,664
R&R Reserve	17,756	-	17,756
	<u>365,476</u>	<u>(31,709)</u>	<u>333,767</u>
Restricted funds			
Intensive Support	101,863	-	101,863
Local Authority	32,642	-	32,642
Ysgol Street Development	32,375	-	32,375
	<u>166,880</u>	<u>-</u>	<u>166,880</u>
TOTAL FUNDS	<u>532,356</u>	<u>(31,709)</u>	<u>500,647</u>

Community Lives Consortium

Notes to the Financial Statements - continued for the Year Ended 31st March 2022

15. Movement in funds - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	13,175,057	(13,122,766)	(84,000)	(31,709)
TOTAL FUNDS	<u>13,175,057</u>	<u>(13,122,766)</u>	<u>(84,000)</u>	<u>(31,709)</u>

General funds - are available for use at the trustees' discretion in furtherance of the objectives of the Consortium.

Self Assurance - this is a long term reserve designed to cover the Contents Insurance element of services

CLC Assistive Technology - this reserve has been created to fund technology to assist service users to be more independent.

R&R Reserve - this reserve related to monies set aside to fund major cyclical repairs and maintenance within CLC services

Intensive Support Reserve - this reserve has been created to provide the funding to expand the respite care service.

Local Authority - this reserve has been created to fund the development in partnership with CCS supported housing services in Swansea.

Ysgol Street Development - this reserve has been created to fund the support of the effective set up of new schemes agreed by Swansea.

16. Employee benefit obligations

The charitable company operates a defined contribution pension scheme. The pension costs charged for the period in relation to this scheme amounted to £283,906 (2021: £321,714).

17. Related party disclosures

The trustees include service users and relatives for which they receive no special rights or privileges.

18. Members liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

19. Social housing pension scheme

Community Lives Consortium participates in the Social Housing Pension Scheme (the Scheme). The Scheme is funded and is contracted-out of the State Pension scheme.

SHPS is a multi-employer defined benefit scheme. Employer participation in the Scheme is subject to adherence with the employer responsibilities and obligations as set out in the 'SHPS House Policies and Rules Employer Guide'.

An employer can elect to operate different benefit structures for their active members and their new entrants. An employer can only operate one open defined benefit structure at any one time. An open benefit structure is one which new entrants are able to join.

Community Lives Consortium currently operates final salary with a 1/60th accrual rate, final salary with a 1/70th accrual rate and final salary with a 1/80th accrual rate benefit structure for active members.

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

19. Social housing pension scheme - continued

The Trustee commissions an actuarial valuation of the Scheme every three years. The main purpose of the valuation is to determine the financial position of the Scheme in order to determine the level of future contributions required, in respect of each benefit structure, so that the Scheme can meet its pension obligations as they fall due. From April 2007 the split of the total contribution rate between member and employer is set at individual employer level, subject to the employer paying no less than 50% of the total contribution rate. From 1 April 2010 the requirement for employers to pay at least 50% of the total contribution rate no longer applies.

The actuarial valuation assesses whether the Scheme's assets at the valuation date are likely to be sufficient to pay the pension benefits accrued by members as at the valuation date. Asset values are calculated by reference to market levels. Accrued pension benefits are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

During the accounting period Community Lives Consortium paid contributions at the rate of 7.25% to 11.5% member contributions varied between 6.75% and 7.9% .

The charity made an annual contribution of £177,000 towards the past service deficit during the year.

In accordance with FRS102 reporting requirements the Charity is required to disclose certain information concerning assets, liabilities, income and expenditure in relation to the pension scheme.

Presentation values of Defined Benefit Obligation, fair value of assets and Defined Benefit Asset (liability)

	31 March 2022	31 March 2021
	£000s	£000s
Fair value of plan assets	5,262	5,717
Present value of defined benefit obligation	5,721	6,286
Surplus/(Deficit) in plan	(459)	(569)
Unrecognised surplus	-	-
Defined benefit asset (liability) to be recognised	(459)	(569)

Reconciliation of the impact of the asset ceiling

	31 March 2022
	£000s
Impact of asset ceiling at start of year	-
Effect of the asset ceiling included in net interest cost	-
Actuarial losses (gains) on asset ceiling	-
Impact of asset ceiling at end of period	-

Reconciliation of opening and closing balances of the defined benefit obligation

	31 March 2022
	£000s
Defined benefit obligation at start of period	6,286
Current service cost	-
Expenses	6
Interest Expense	144
Contributions by plan participants	-
Actuarial losses (gains) due to scheme experience	145
Actuarial losses (gains) due to changes in demographic assumptions	(93)
Actuarial losses (gains) due to changes in financial assumptions	(264)
Benefits paid and expenses	(503)
Liabilities acquired in a business combination	-
Liabilities extinguished on settlements	-
Losses (gains) on curtailments	-
Losses (gains) due to benefit changes	-
Exchange rate differences	-
Defined benefit obligation at end of period	5,721

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

19. Social housing pension scheme - continued

Reconciliation of opening and closing balances of the fair value of plan assets

	31 March 2022
	£000s
Fair value of plan assets at start of period	5,717
Interest income	133
Experience on plan assets (excluding amounts included in interest income) - gain (loss)	(262)
Contributions by the employer	177
Contributions by plan participants	-
Benefits paid and expenses	(503)
Assets acquired in a business combination	-
Assets distributed on settlements	-
Exchange rate changes	-
Fair value of plan assets at end of period	5,262

The actual return on the plan assets (including any changes in share of assets) over the period ended 31 March 2022 was (£129,000).

Defined benefit costs recognised in statement of financial activities - Net income and expenditure

	31 March 2022
	£000s
Current service cost	-
Expenses	6
Net interest Expense	11
Losses (gains) on business combinations	-
Losses (gains) on settlements	-
Losses (gains) on curtailments	-
Losses (gains) due to benefit changes	-
Defined benefit costs recognised in statement of financial activities	17

Defined benefit costs recognised in statement of financial activities - Actuarial Gains/(losses)

	31 March 2022
	£000s
Experience on plan assets (excluding amounts included in net interest cost) - gain (loss)	(262)
Experience gains and losses arising on the plan liabilities - gain (loss)	(145)
Effects of changes in the demographic assumptions underlying the present value of the defined benefit obligation - gain (loss)	93
Effects of changes in the financial assumptions underlying the present value of the defined benefit obligation - gain (loss)	264
Total actuarial gains and losses (before restriction due to some of the surplus not being recognisable) - gain (loss)	(50)
Effects of changes in the amount of surplus that is not recoverable (excluding amounts included in net interest cost) - gain (loss)	-
Total amount recognised in Actuarial gains/(losses)	(50)

Community Lives Consortium

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

19. Social housing pension scheme - continued

Assets

	31 March 2022 £000s	31 March 2021 £000s
Global Equity	1,010	911
Absolute Return	211	316
Distressed Opportunities	188	165
Credit Relative Value	175	180
Alternative Risk Premia	174	215
Fund of Hedge Funds	-	1
Emerging Markets Debt	153	231
Risk Sharing	173	208
Insurance Linked Securities	123	137
Property	142	119
Infrastructure	375	381
Private Debt	135	136
Opportunistic liquid Credit	177	145
High Yield	45	171
Opportunistic Credit	19	157
Cash	18	-
Corporate Bond Fund	351	338
Liquid Credit	-	68
Long Lease Property	135	112
Secured Income	196	238
Liability Driven Investment	1,468	1,453
Currency Hedging	(21)	-
Net Current Assets	15	35
Total assets	5,262	5,717

None of the fair values of the assets shown above include any direct investments in the employer's own financial instruments or any property occupied by, or other assets used by, the employer.

Key Assumptions

	31 March 2022 % per annum	31 March 2021 % per annum
Discount rate	2.79	2.39
Inflation (RPI)	3.26	2.99
Inflation (CPI)	2.74	2.65
Salary Growth	2.00	2.86
		75% of
Allowance for commutation of pension for cash at retirement	75% of maximum allowance	maximum allowance

The mortality assumptions adopted at 31 March 2022 imply the following life expectancies:

	Life expectancy at age 65 Years
Male retiring in 2022	21.1
Female retiring in 2022	23.7
Male retiring in 2042	22.4
Female retiring in 2042	25.2

Community Lives Consortium also participates in the Pensions Trust's Growth Plan

The Growth Plan is a multi-employer pension Plan which is in most respects a money purchase arrangement but it has some guarantees. Contributions paid into the Growth Plan up to and including September 2001 were converted to defined amounts of pension payable from Normal Retirement Date. From October 2001 contributions were invested in personal funds which have a Capital guarantee and which are converted to pension on retirement, either within the Growth Plan or by the purchase of an annuity.

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**

19. Social housing pension scheme - continued

The Plan is funded and is not contracted out of the state scheme. The rules of the Growth Plan allow for the declaration of bonuses and / or investment credits if this is within the financial capacity of the Plan assessed on a prudent basis.

Bonuses / investment credits are not guaranteed and are declared at the discretion of the Plan Trustees. The Trustee commissions an actuarial valuation of the Growth Plan every 3 years. The main purpose of the valuation is to determine the financial position of the Plan and so determine the future prospects for discretionary bonuses and / or investment credits. The actuarial valuation assesses whether the Plan's assets at the valuation date are likely to be sufficient to pay the pension benefits accrued by members as at the valuation date. Asset values are calculated by reference to market levels. Accrued pension benefits are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

Community Lives Consortium offers the Growth Plan as an AVC investment option for members of the Social Housing Pension Scheme. The members pay contributions at a rate of their choice. The organisation does not pay any contributions to the Growth Plan.

