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Reference and administrative details**Governing Body**

A full list of Governors is given on pages 15 and 16 of these financial statements.

Governance Professional (Clerk)

Ruth Potter has been employed as the Clerk to Governors (Governance Professional) for the accounting period to July 2023.

Key management personnel

Key management personnel are defined as members of the Senior Leadership Team and were represented by the following in 2022/2023, due to changes in college personnel there were a series of configurations of the senior leadership of the college during the last academic year:

Mike Hill; Principal, Accounting officer (resigned 31/10/22)

Janet Gater; Principal (appointment commenced 01/08/23); Acting Vice Principal (01/01/23-31/07/23);
Senior Assistant Principal (Student Achievement) (01/08/22-31/12/22)

Michelle Williams; Vice Principal (Finance, Resources and Systems); Vice Principal (Strategy & Resources):
Acting Co-Principal (01/11/22 -31/12/22)

Karl Smith; Acting Co-Principal (01/11/22 -31/12/22) (resigned 31/12/22); Vice Principal (Curriculum & Quality)

Janet Nevin, Acting Co-Principal, Accounting Officer (01/01/23- 31/07/23)

Angela Williams, Acting Co-Principal (01/01/23-31/07/23)

Laura Forsyth; Vice Principal (Curriculum, Quality and Pastoral) (appointment commenced 01/08/23);

Acting Vice Principal & 16-19 Nominee; Curriculum, Quality and Student Performance) (01/01/23 - 31/07/23);

Acting Assistant Principal (Student achievement) (08/11/22 - 31/12/22)

Charles Burton; Senior Assistant Principal (Curriculum) (resigned 04/09/23)

Peter Murphy; Assistant Principal (Staffing and Catholic Ethos); Assistant Principal (Curriculum and Ethos)
(25/08/22 - 31/12/23)

Elizabeth Walls; Assistant Principal (Super Curricular)

Emma Smith; Assistant Principal (Student Support (DSL)); Assistant Principal (DSL, Pastoral and Safeguarding) (01/01/23); Assistant Principal (Pastoral and Personal Development) (25/08/22 -31/12/22):

Kim Wallace; Assistant Principal (Student Development) (appointment commenced 29/08/23)

Professional advisers**Financial statements auditors and reporting accountants:**

Murray Smith LLP, Darland House, 44 Winnington Hill, Northwich, CW8 1AU

Internal auditors:

Wylie & Bisset LLP, 168 Bath Street, Glasgow, G2 4TP

Bankers:

Barclays Bank PLC, 1st Floor, 3 Hardman Street, Spinningfields, Manchester, M3 3HF

Solicitors:

Cook Lawyers, Manchester Business Park, 3000 Aviator Way, Manchester, M22 5TG

Report of the Governing Body

Objectives and Strategy

The Governing Body present their report together with the financial statements and auditor's report for Carmel College for the year ended 31 July 2023.

Legal Status

The Corporation was established under The Further and Higher Education Act 1992 for the purpose of conducting Carmel College. The College is an exempt charity for the purposes of Part 3 of the Charities Act 2011.

The College adheres to the Instrument and Articles as prescribed by the Archdiocese of Liverpool (March 2015).

From April 2010 Carmel College has been formally designated as a Sixth Form College and was initially designated under the Initial Sixth Form College Corporation Designation (England) Order 2010.

Mission

The College's primary purpose is to be a 'Catholic College for the Community', providing an excellent sixth form education for young people aged 16-18 in St Helens, and the wider Liverpool City Region, in a 'caring, Christian environment', an education which enables these young people to progress successfully from the College to higher level destinations.

This is encapsulated in the College's Mission which is to:

'be a centre of educational excellence, opportunity, challenge and support within a caring, Christian Environment'

'A Catholic College for the Community'

By fulfilling this Mission, every young person at the College will reach their absolute potential and will progress successfully from the College to higher level destinations, with the academic qualifications and the wider skills necessary for success in these higher-level destinations. For most 18-year-olds at the College, their next step is Higher Education, and from there into their future careers in the national, regional or local economy.

The mission is regularly reviewed as part of the college strategic planning process.

Strategy

In December 2021, the College adopted a strategic plan for the period 2022-2025, this was re-approved in December 2022. The plan describes the strategic aims of the college and the Key Performance Indicators used to measure progress. The senior leadership team and Governing Body monitor the performance of the College against these plans.

Contemporary

To be a modern college prioritising:

- Sustainability and climate change
- Digital transformation
- The learner journey: from applicant to alumni
- First-class accommodation and resources

Educational Excellence

To encourage creative, innovative and reflective approaches to our:

- curriculum intent
- culture
- leadership & governance
- skills' needs of our region and nation

Opportunity

To achieve outstanding levels of performance based on:

- curriculum implementation
- support and guidance
- staff development
- impact and outcomes

Support and Challenge

To ensure every individual feels part of a community and where we play an active role in our own community, focussing on:

- wellbeing
- equality, diversity and inclusion
- students as leaders and citizens
- partnerships & stakeholder engagement

Christian Environment

To promote a welcoming, inclusive, supportive, challenging and caring College community, rooted in the Carmelite tradition, and the teachings and example of Our Lord Jesus Christ, where the unique gifts and dignity of each individual are respected and treasured

- Spiritual and moral life
- Importance of community
- Social justice and common good

The College Risk Register is derived from the aims in the plan.

Further detail of the strategic objective performance may be found in the annual strategic plan review.

Financial objectives

The College's financial objectives (Strategic Aim 1.4) are:

Accommodation and Resources

- Secure the finances to maintain and further develop college accommodation
- To maintain at least 'Good' financial health
- When legislation allows, the college will consider and review options around conversion to a Catholic 16-19 Academy

Resources

The College has a range of resources that it can deploy in pursuit of its strategic objectives.

- Employees 224 people (expressed as headcount); 113 teaching staff, 111 support staff
- The college enrolled 1,860 16-to-18-year-old students and 293 HE students
- The College has £9,072k of net assets (inclusive of £771k pension asset) and long-term debt of £2,009k

A dedicated refurbished T level build was opened for use in September 2022.

A CIF bid to repair and update a significant part of the college roof at a cost of £635k with a 70% contribution from the Department of Education completed in September 2023.

The College has an outstanding reputation locally and nationally. Maintaining a quality brand is essential for the College's success at attracting students and external relationships. Relationships with other partners remain strong: in particular, 11-16 High Schools, and other providers across the Archdiocese, Maple Group, Catholic sixth form and Northwest sixth form colleges.

Stakeholders

Carmel College has many stakeholders. These include:

- Current, past, and present students
- Staff and their trade unions. The trade unions of which Carmel staff are members are NEU and NASUWT, Unison, GMB and ASCL
- Education sector funding bodies and the FE Commissioner
- The Archdiocese of Liverpool
- Partner schools and HE partner
- St Helens Local Authority, Liverpool City Region Combined Authority and Local Enterprise Partnership
- Local employers (with specific links)
- SFCA (Sixth Form Colleges Association)
- The local community

The College recognises the importance of these relationships and engages in regular communication with them via a variety of methods including the College internet and intranet and regular meetings.

Public Benefit

Carmel College is an exempt charity under the Part 3 of the Charities Act 2011 and is regulated by the Secretary of State for Education. The members of the Governing Body, who act on appointment of the trustees of the charity, are disclosed on pages 15 and 16. In setting and reviewing the college's strategic objectives, the Governing Body has had due regard for the Charity Commission's guidance on public benefit and particularly upon its supplementary guidance on the advancement of education.

In delivering its mission, the College provides the following identifiable public benefits through the advancement of education to 2,153 enrolled students including 46 students with high needs:

- High-quality teaching
- Excellent results and value added for students from all backgrounds
- Excellent student progression to Higher Education, employment, and apprenticeships
- Strong guidance and welfare support for students
- Links with local partners and Liverpool City Region

The college is committed to providing information, advice, and guidance to the students it enrolls and to finding suitable courses for as many students as possible.

Development and Performance

Financial results

The College generated a deficit from operations of £(267)k (2021/2022: deficit of £(582)k), with total comprehensive income of £2,307k (2021/2022: £5,345k).

The financial position has been negatively affected by increases in some uncontrollable costs and the negative impact of the actuarial pension valuation in respect of service costs.

The annual actuarial pension valuation continues to have a significant effect £(203)k (2021/2022 £(583k)) on the financial operating out-turn.

The college received 87% of its total income for 2022/2023 as grants from funding bodies, the majority from the Education and Skills Funding Agency for the delivery of 16-18 provision.

The college's main asset is the accumulated cash balance that will be used for future investment in college infrastructure.

The college does not have freehold of the land and buildings which is owned by the Archdiocese of Liverpool.

Cash flows and liquidity

At £970k (2021/2022 £1,400k), operating cash in-flow is good, resulting in an overall increased cash balance of £3,018k.

The College is servicing a long-term borrowing agreement currently at a value of £2,173k initially introduced to finance a capital build programme.

The size of the College's total borrowing and its approach to interest rates has been calculated to ensure a reasonable cushion between the total cost of servicing debt and operating cash flow. During the year this margin was comfortably exceeded.

The College has stable cash balances of more than £2m in the approved two-year financial forecast. These values may change should there be further investment in buildings or equipment. Surplus funds are invested in bank term deposits.

Developments

The College continued to implement the property strategy to invest in capital projects, planned maintenance, and other projects, and specialist equipment purchases to support teaching and learning and sustainability agenda improvements, with £496k of capital expenditure during the year.

Reserves

The College has accumulated reserves of £9,072k and cash balances of £3,018k. The College continues with plans to use any accumulated reserves and cash balances to maintain a sound financial base to underpin its continuing operations, and for the implementation of any approved future capital developments to ensure that the quality of the facilities offered to students continues to be of the highest standard.

Sources of Income

The College places significant reliance on the government funding agencies (Education and Skills Funding Agency) for its principal funding source, largely from recurrent grants. In 2022/2023 the main government funding body provided 87% of the College's total income.

Future Prospects**Developments**

The college plan has modified the range of courses offered to prospective students to ensure that students are properly equipped to meet prospective economic requirements; this includes the introduction of T levels. A new course in Engineering has been introduced.

Capital development includes:

- A capital scheme to meet the delivery of future T levels has been completed.
- CIF funding has been completed to ensure the college roof is in good repair.
- Investment in sustainable lighting across the campus

HE and third-party user requirements have been developed to improve the efficiency and community resources use and sustainability of the estate.

Financial plan

The college governors approved a financial plan in June 2023 setting the financial objectives of the college for the period to 2025. The college aims to maintain its financial health rating as Good and approved a plan for a managed deficit out-turn in the year to July 2024.

The college plans to maintain student numbers at a steady level for the coming years.

Treasury policies and objectives

The college has treasury management arrangements in place to manage cash flows, banking arrangements, and the risks associated with those activities.

All borrowing (including short term loans for temporary revenue purposes) requires the authorisation of the Governing Body and shall comply with the requirements of the funding agreement and the requirements of Managing Public Money.

Reserves

The College introduced a Reserves Policy in March 2022 that recognises the importance of reserves in the financial stability of the organisation and ensures that there are adequate reserves to support the College's core activities. As at the balance sheet date the Income and Expenditure reserve stands at £7,814k (2022 £5,448k). It is the Governing Body's intention to maintain reserves over the life of the strategic plan through the generation of annual operating surpluses.

Principal Risks and Uncertainties**Risk Management**

The college has well developed strategies for managing risk and strives to embed risk management in all that it does. Risk management processes are designed to protect its assets, reputation, and financial stability. The Governing Body has overall responsibility for risk management and its approach to managing risks and internal controls is explained in the Statement on Corporate Governance.

A risk register is maintained at the College level, which is reviewed termly by the leadership team, and at each meeting of the Audit Committee. The risk register identifies the key risks, the likelihood of those risks occurring, their potential impact on the College and the actions being taken to reduce and mitigate the risks. Risks are prioritised using a consistent scoring system.

The main risk factors affecting the college are outlined below along with the action taken to minimise them. Not all the factors are within the College's control. Other factors besides those listed below may also adversely affect the College.

Government funding policy

The College has considerable reliance on continued government funding through the education sector funding bodies and external University partners. In 2022/2023, the majority of the College's revenue was ultimately public funded and this level of requirement is expected to continue. There can be no assurance that government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

The College is aware of the following issues which may impact on future funding.

- The post-16 funding rate per student
- The Comprehensive Spending Review due in Autumn will announce any proposed adjustment to the education budget which in turn will lead to funding allocations for students in sixth form education.

These risks are mitigated as follows:

- Considerable focus and investment is placed on maintaining and managing key relationships with the various funding bodies.
- Taking account of the Post 16 education reforms to ensure that the College is focused on those priority sectors which will continue to benefit from public funding.
- Annual review of the financial cost model of the College to maintain operations despite the planned reduction in income following lower than planned recruitment in 2022-2023.

Reforms to post-16 qualifications at level 3 in England

The proposed removal from funding of a significant number of primarily Btec qualifications poses a significant threat to the educational offer of the College. The traditional 'mixed' programme offer will be under threat, the impact of which will be that a significant proportion of 16-18 years will be unable to access level 3 study. The removal of these programmes will also impact on teacher specialists delivering these courses.

The risk of level 3 reform is mitigated by:

- Planning for alternative provision
- Offering a T level programme
- Managing staff deployment

Competition

All providers of post-16 education are faced with similar threats to funding. A consequence of this is providers are competing more fiercely for students wishing to study in the post-16 sector. College recruitment is anticipated to be close to the planned numbers for the coming year.

The risk of competition is mitigated by:

- Maintenance of excellent college results
- High quality and focussed marketing
- Comprehensive liaison programme

Failure to maintain the financial viability of the College.

The College's current financial health grade is classified as Good. However, the continuing challenge to the College's financial position remains pressure on the further education funding allocation arising from the planned restraint in public sector spending, and the requirement to maintain a vibrant student experience (despite the increase in the number of funded hours).

Additionally, the rate of inflation is expected to adversely affect the cost of key resources to the college; the key items being staff pay awards, and utility bills.

This risk is mitigated in a number of ways:

- By rigorous budget setting procedures and sensitivity analysis
- Regular in-year budget monitoring
- Robust financial controls
- Exploring procurement efficiencies

IT Systems and Security

Following a significant cyber incident in 2022 the college is entering the final phase of rebuilding systems and processes to protect the IT infrastructure, future technological development of the college, and dependency on specialist IT skills.

The risk will be mitigated by:

- Investment in advanced security systems
- Use of specialist advisors
- Diversification of software providers

Academisation

As a Catholic sixth form college the option to academise will be open from 2023. The Archdiocese of Liverpool Strategy is that all Catholic providers will eventually academise in a series of Catholic Multi Academy Trusts. Academisation should be implemented to ensure that the nature and culture of Carmel is continued.

The risk will be mitigated by:

- Development of thorough transition plan
- Consultation to ensure the nature of partner institutions is appropriate
- Communication with all staff and other stakeholders

Maintenance of adequate funding of pension liabilities

The financial statements report the share of the Local Government pension scheme surplus/ (deficit) on the College's balance sheet in line with the requirements of FRS102 at the date of the financial statements. The annual valuation can have a significant negative impact on the published operating out-turn position of the college. The valuation and the impact of it is beyond the control of the college.

The risk is mitigated by:

- Clear explanation to the stakeholders of the annual impact
- Strong relationships with partners to ensure the adverse impact is understood.

Key Performance Indicators

| | |
|----------------------|--|
| Attainment | Sustain pass and A*-B rates well above benchmark. Level 3 results Grade 2023 % A*-B / D*-D 62.3 A*-C / D*-M 85.3 A*-E / D*-P 99.4 |
| Progress | Maintain very positive value-added outcomes as measured by Alps and DfE. A Level: Band 3 (Excellent) BTEC: Band 2 (Outstanding) High Grades: Band 3 (Excellent) Disadvantaged: Band 3 (Excellent) Non-Disadvantaged: Band 3 (Excellent) Blue T&L: Band 4 (Very good) |
| GCSE English & Maths | GCSE English and Maths pass rates remain well above benchmark. GCSE English Language (9 – 4): 66.7% GCSE Mathematics(9-4): 63.2% <i>(including Functional skills)</i> |
| Retention | Over 95% of students will reach the end of their studies. 95.3% of 2022 students enrolled retained in college. On-programme two-year retention 88% |
| Destinations | The % of students who progress on to employment, education or training will be above 95% 2023 leavers 95% |
| Student Numbers | Maintain student numbers at 2,400 or above. 2,248 students enrolled |
| Finances | Ensure that we are at least 'Good' in terms of financial health. Good achieved |
| Voice | To ensure staff, student and parent satisfaction levels are above 90% positive. Staff perceptions survey: Achieved Student Voice: Achieved Parent Voice: Achieved |
| Ethos | The College remains an Outstanding institution with its Catholic ethos at its heart. Achieved |

Staff and Student Involvement

The College believes good communication with staff and students to be very important. There is an effective communication strategy, which includes staff briefings, regular team meetings and a termly update/training programme. The College consults with staff in a variety of ways such as, staff voice focus groups, specific meetings, and annual climate survey. The leadership team is evolving the methods of consultation to incorporate more regular mini-surveys to collect staff views. Formal representation of staff is through the recognised trade unions. In addition, staff are able to elect a staff Governor. There is also a regular student and college reflection, student representation on the Governing Body, and a Student Council. Each year students are invited to give feedback to the College through enrolment, induction, student voice and learner satisfaction surveys.

Payment Performance

The Late Payment of Commercial Debts (Interest) Act 1998, in the absence of agreement to the contrary, requires organisations to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received. During the accounting period 1 August 2022 to 31 July 2023, the College paid 88% of its invoices within 30 days. The College incurred no interest charges in respect of late payment for this period.

Streamlined Energy and Carbon Reporting

The college is committed to reducing its carbon emissions and has taken the following measures in the year to improve energy efficiency:

- Completion of building upgrade incorporating air heat pump
- Installation of LED lighting across the campus
- Appointment of catering company with planned measurement of waste production

The college's greenhouse gas emissions and energy use for the period calculated in line with the 2019 HM Government Environmental Reporting Guidelines, the GHG Reporting Protocol – Corporate Standard and the 2021 UK Government's Conversion Factors for Company Reporting are as follows:

| UK Greenhouse gas emissions and energy use data for the period | 2023 | 2022 |
|--|---------------|---------------|
| Energy consumption used to calculate emissions (kWh) | 2,006,185 | 2,159,173 |
| <u>Scope 1 emissions in metric tonnes CO₂e</u> | | |
| Gas consumption | 218.85 | 239.22 |
| <u>Scope 2 emissions in metric tonnes CO₂e</u> | | |
| Purchased electricity | 166.97 | 163.89 |
| <u>Scope 3 emissions in metric tonnes CO₂e</u> | | |
| Business travel in employee owned vehicles | 15.30 | 16.14 |
| Total gross emissions in metric tonnes CO₂e | 401.11 | 419.25 |

Intensity ratio

| | | |
|--|---------|---------|
| Metric tonnes CO ₂ e per student/FTE/staff member | 0.17098 | 0.20273 |
|--|---------|---------|

Intensity ratio

The chosen intensity measurement ratio is student.

Equality and Diversity

Equality

The College is committed to ensuring equality of opportunity for all who learn and work here. We respect and value positively differences in race, gender, sexual orientation, disability, religion or belief and age. We strive vigorously to remove conditions which place people at a disadvantage, and we will actively combat bigotry. This policy is resourced, implemented, and monitored on a planned basis. The College's Equality and Diversity Policy is published on the College's Intranet site.

The College operates an Equality and Diversity Committee to ensure compliance with all relevant equality legislation including the Equality Act 2010. The College aims to undertake equality impact assessments on all new policies and procedures and publish the results. Equality impact assessments will also be undertaken for existing policies and procedures on a prioritised basis. The College has 'E & D Champions' to promote and represent the interests of members of the college for each protected characteristic.

The College is a 'Positive about Disabled' employer and has committed to the principles and objectives of the Positive about Disabled standard. The College considers all employment applications from disabled persons, bearing in mind the aptitudes of the individuals concerned, and guarantees an interview to any disabled applicant who meets the essential criteria for the post. Where an existing employee becomes disabled, every effort is made to ensure that employment with the College continues. The College's policy is to provide training, career development and opportunities for promotion which, as far as possible, provide identical opportunities to those of non-disabled employees.

The College has an Equality and Diversity staff training programme which all staff attend on an annual basis. Training for new staff is implemented on an on-going basis. Bespoke Equality and Diversity training for the Governing Body took place in December 2022.

Disability Statement

The College seeks to achieve the objectives set down in the Equality Act 2010:

- As part of its property strategy the College regularly reviews its access audit. Experts in this field advise on measures to be implemented to maintain full access.
- The College has an Additional Learning Support Manager who provides information, advice and arranges individual support where necessary for students with disabilities.
- There is a list of specialist equipment which the College can make available for use by students and a range of assistive technology is available across the College.
- The admissions policy for all students is available on the college website. Appeals against a decision not to offer a place are dealt with under the complaints policy.
- The College has invested in the appointment of specialist staff to support students with learning difficulties and/or disabilities. There are a number of study support tutors and classroom assistants who provide a variety of support for learning.
- There is a continuing programme of staff development to ensure the provision of a high level of appropriate support for students who have learning difficulties and/or disabilities.
- Specialist programmes are described in the prospectus, and achievements and destinations are recorded and published in the standard college format.
- Counselling and welfare services are described in the College student guide and are promoted to students at induction.

Trade Union facility time

The Trade Union (Facility Time Publication Requirements) Regulations 2017 require the college to publish information on facility time arrangements for trade union officials at the college.

| | | | |
|--|---|------------------|---|
| Total number of trade union representatives employed | 0 | Fte employee no. | 0 |
|--|---|------------------|---|

| | |
|--------------------|---|
| Percentage of time | |
| 0% | 0 |
| 1 – 50% | 0 |
| 51 – 99% | 0 |
| 100% | 0 |

| | |
|---|-------|
| Total cost facility time | £0 |
| Total pay bill | £9.1m |
| Percentage of total bill spent on facility time | 0 |

The college has supported the representative Unions to ensure that there is staff representation on site. NEU and NASUWT representatives were confirmed in May 2023. Representatives are allocated two days each in which to perform their duties, plus additional time for training and development.

Going concern

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

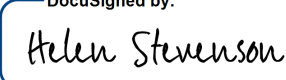
Events after the reporting period

At the date of the report there are no significant financial post balance sheet events to report.

Disclosure of information to auditors

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

Approved by the members of the Governing Body on 5th December 2023 and signed on its behalf by:

DocuSigned by:

DOC7B199EBD2499.....

Helen Stevenson
Chair of Governing Body

Statement of Corporate Governance and Internal Control

The following statement is provided to enable readers of the annual report and accounts of the College to obtain a better understanding of its governance and legal structure. This statement covers the period from 1 August 2022 to 31 July 2023 and up to the date of approval of the annual report and financial statements.

Governance Code

The College endeavours to conduct its business:

- i. In accordance with the seven principles identified by the Committee on Standards in Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership);
- ii. In accordance with the guidance contained in The Charity Governance Code

In the opinion of the Governors, the College complies with the provisions of the Code as described, and it has complied throughout the year ended 31 July 2023. The Governing Body recognises that, as a body entrusted with both public and private funds, it has a particular duty to observe the highest standards of corporate governance at all times. In carrying out its responsibilities, it takes full account of The Charity Governance Code which it formally approved on 29th March 2022 for adoption from 1st August 2022.

Carmel College

Notes to the Financial Statements

Members of the Governing Body

The members who served on the Governing Body during the year and **up to the date of signature of this report** are listed in the table below:

| Name | Date of Appointment | Term of Office | Status | Committee Membership | Attendance 2022-23 | | Notes |
|-------------------|--|---|---|---|------------------------------|-------|---|
| | | | | | Committee | Board | |
| Patrick Alcantara | 24 July 2023 | 4 years | Foundation Governor | Quality & Standards | - | - | No 2022-23 meetings held since date of appointment. |
| Sarah Carroll | 4 July 2022 | 4 years | Foundation Governor | | 67% | 67% | |
| Mark Dawson | 1 July 2021 | 4 years | Parent Governor | Audit Quality & Standards | 100% 100% | 89% | |
| John Fogarty | 1 Jan 2003 Reappointed 1 Jan 2007 1 Jan 2011 1 Jan 2015 1 Jan 2019 1 Jan 2023 | 4 years | Foundation Governor | Chair of Finance & Resources Chair of Remuneration | 100% 100% | 78% | |
| Janet Gater | 1 August 2023 | Ex officio | Principal | Finance & Resources Quality & Standards Search | - | - | No 2022-23 meetings held since date of appointment. |
| Michael Hill | 22 August 2016 | Ex officio | Principal | Finance & Resources Quality & Standards Remuneration Search | 100% 100% - - | - | Resignation effective from 31 October 2022 |
| Susan Jarvis | 1 July 2019 Reappointed 1 July 2023 | 4 years | Co-Opted Governor | Audit | 75% | 78% | |
| Sam Johnstone | 29 March 2023 | 4 years | Staff Governor | Quality & Standards | 100% | 100% | |
| Andrew Jones | 1 April 2017 Reappointed 1 April 2021 | 4 years | Co-Opted Governor | Chair of Audit Remuneration | 100% 100% | 78% | |
| Oliver Maddock | 1 July 2017 1 July 2018 1 Apr 2019 Reappointed | 1 year 1 year <i>(superseded by Fou Gov appointment)</i> 4 years | Student Governor Associate Member Foundation Governor | Chair of Search Audit Quality & Standards Remuneration | 100% 100% 100% 100% | 89% | Resignation effective from 28 September 2023. Until then, fulfilled following roles: Vice Chair of Governors |

Carmel College

Notes to the Financial Statements

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|-----------------------|--|------------|---------------------|--|----------------------------|------|---|
| | 1 April 2023 | | | | | | Member of Quality & Standards Committee until March 2023. Member of Audit Committee from March 2023. |
| Michael Martin | 1 March 2018 Reappointed 1 March 2022 | 4 years | Foundation Governor | Chair of Quality & Standards Remuneration Search | 100% 50% 67% | 89% | |
| Janet Nevin | 30 January 2023 | Ex Officio | Principal | Finance & Resources Search | 100% 100% | 80% | |
| Tracy Mawson | 1 February 2019 Reappointed 1 February 2023 | 4 years | Co-Opted Governor | Finance & Resources Search | 100% 100% | 33% | |
| Andrew Rannard | 1 Feb 2019 Reappointed 1 February 2023 | 4 years | Foundation Governor | Finance & Resources | 100% | 78% | |
| Leigh Rice | 1 April 2022 | 4 years | Associate Member | Quality & Standards | 75% | - | |
| Sarah Savage | 1 September 2021 | 4 years | Staff Governor | Quality & Standards | 100% | 50% | Resignation effective from 31 December 2022 |
| Naheem Shafiq | 1 July 2019 Reappointed 1 July 2023 | 4 years | Associate Member | Finance & Resources | 75% | - | |
| Graeme Slater | 4 July 2022 | 4 years | Foundation Governor | Audit | 100% | 67% | |
| Joe Stead | 4 July 2022 | 1 year | Student Governor | Quality & Standards | 50% | 100% | Term of office ended on 3 July 2023. |
| Helen Stevenson | 29 June 2021 | 4 years | Foundation Governor | Remuneration Search | 50% 67% | 89% | Re-elected as Chair of Governors for second term of office from 1 September 2023. |
| Harrison Zysiak Tobin | 4 July 2023 | 1 year | Student Governor | Quality & Standards | - | - | No 2022-23 meetings held since date of appointment. |

The independent Clerk to the Governing Body was Ruth Potter.

Governor reappointments throughout the year were subject to rigorous review; a range of factors including attendance, contribution, skills and experience were considered. A decision to reappoint one Foundation Governor who had served for more than nine years was subject to this rigorous consideration.

The Governance Framework

It is the Governing Body's responsibility to bring independent judgment to bear on issues of strategy, performance, resources and standards of conduct.

The Governing Body is provided with regular and timely information on the overall financial performance of the College together with other information such as performance against funding targets, proposed capital expenditure, quality matters and personnel-related matters such as health and safety and environmental issues. The Governing Body meets each term (four times in each academic year).

The Governing Body conducts its business through a number of committees. Each committee has terms of reference, which have been approved by the Governing Body. These committees are Audit, Finance and Resources, Quality and Standards, Remuneration, and Search. Full minutes of all meetings, except those deemed to be confidential by the Governing Body, are available on the College's website at www.carmel.ac.uk or from the Clerk to the Governing Body at the college address:

Carmel College
Prescot Road
St. Helens
Merseyside
WA10 3AG

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

All governors are able to take independent professional advice in furtherance of their duties at the College's expense and have access to the Clerk to the Governing Body, who is responsible to the Board for ensuring that all applicable procedures and regulations are complied with. The appointment, evaluation and removal of the Clerk are matters for the Governing Body as a whole.

Formal agendas, papers and reports are supplied to governors in a timely manner, prior to Board meetings. Briefings are provided on an ad hoc basis.

The Governing Body has a strong and independent non-executive element and no individual or group dominates its decision-making process. The Governing Body considers that each of its non-executive members is independent of management and free from any business or other relationship which could materially interfere with the exercise of their independent judgment.

There is a clear division of responsibility in that the roles of the Chair of the Governing Body and Principal of the College (Accounting Officer) are separate.

Appointments to the Governing Body

Any new appointments to the Governing Body are a matter for the consideration of the Governing Body as a whole. The Governing Body has a Search Committee comprising of four members, which is responsible for the selection and nomination of any new member for the Governing Body's consideration. The Governing Body is responsible for ensuring that appropriate training is provided as required.

Members of the Governing Body are appointed for a term of office not exceeding four years.

Consideration is given to members serving more than two consecutive terms of office and where there is clear benefit to the composition and skills of the Governing Body this will be approved following recommendation of Search Committee and subject to agreement of the whole Governing Body.

Governing Body Performance

The Governing Body carried out a self-assessment review of its own performance for the year ended 31 July 2023. The methodology by which this internal review was conducted was multi-faceted and drew on a range of quantitative and qualitative evidence including (but not limited to): annual board survey, annual governor 1-2-1 with the Chair, annual skills audit, annual attendance data, and review of performance against KPIs.

Development of Governor skills

The Governing Body is committed to development and has undertaken a range of activities throughout the year. These activities include: three update briefings throughout the year before full governing body meetings and/or committee meetings, attendance at a range of SFCA governance webinars, completion of specific ETF Governance Development Programme modules, and participation in a number of academisation strategy sessions facilitated by the Archdiocese of Liverpool. In addition, new governors have attended induction sessions upon appointment. The Clerk to Governors has also completed a range of development activities, including attendance at numerous SFCA, DfE and ETF Governance Development Programme webinars, as well as the SFCA's clerks' annual conference.

External Review of Governance

The governing body has considered DfE guidance on board reviews and has a confirmed plan to commission an external reviewer in Spring 2024. No formal review was undertaken in 2022-2023.

Remuneration Committee

Throughout the year ending 31 July 2023, the College's Remuneration Committee comprised four members of the Governing Body. The committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Principal as Accounting Officer, and other senior post-holders.

Details of remuneration for the year ended 31 July 2023 are set out in note 7 of the financial statements.

Audit Committee

The Audit Committee comprises four members of the Governing Body (excluding the Principal and Chair). The committee operates in accordance with written terms of reference approved by the Governing Body.

The Audit Committee meets four times in each academic year and provides a forum for reporting by the College's internal auditors, reporting accountants and financial statements auditors, who have access to the committee for independent discussion, without the presence of college management. The committee also receives and considers reports from the main funding bodies, as they affect the College's business.

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

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

The Audit Committee also advises the Governing Body on the appointment of internal auditors, reporting accountants and financial statements auditors and their remuneration for both audit and non-audit work as well as reporting annually to the Governing Body.

The Audit Committee met four times in the year to 31 July 2023. The members of the committee and their attendance records are shown below:

| Committee member | Meetings attended |
|-------------------------|--------------------------|
| Andrew Jones | 4 |
| Susan Jarvis | 3 |
| Mark Dawson | 4 |
| Graeme Slater | 4 |
| Oliver Maddock | 2 of 2 |

Quality and Standards Committee

The Quality and Standards Committee operates in accordance with written terms of reference approved by the Governing Body. Its purpose is to advise the Governing Body on the adequacy and effectiveness of the College systems to effectively manage the quality of education.

The Quality and Standards Committee meets four times each academic year and provides a forum for reporting by the College's quality managers.

Finance and Resources Committee

The Finance and Resources Committee operates in accordance with written terms of reference approved by the Governing Body. Its purpose is to provide guidance, support and assistance to the Principal and the Governing Body in all matters relating to budgeting, finance, and resourcing of the college.

The Finance and Resources Committee meets four times each academic year and provides a forum for reporting by the College's finance and resource managers.

Internal Control**Scope of responsibility**

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

The Governing Body has delegated the day-to-day responsibility to the appointed Principal, as Accounting Officer, for maintaining a sound system of internal control that supports the achievement of the College's policies, aims and objectives, whilst safeguarding the public funds and assets for which they are personally responsible, in accordance with the responsibilities assigned to them in the Funding Agreement between Carmel College and the funding bodies. They are also responsible for reporting to the Governing Body any material weaknesses or breakdowns in internal control.

The purpose of the system of internal control

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of college policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Carmel College throughout the year ended 31 July 2023 and up to the date of approval of the annual report and accounts.

Capacity to handle risk

The Governing Body has reviewed the key risks to which the College is exposed, together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Governing Body is of the view that there is a formal ongoing process for identifying, evaluating and managing the College's significant risks that has been in place for the period ending 31 July 2023 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the Governing Body.

The risk and control framework

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

- comprehensive budgeting systems with an annual budget, which is reviewed and agreed by the Governing Body
- regular reviews by the Governing Body of periodic and annual financial reports which indicate financial performance against forecasts
- setting targets to measure financial and other performance
- clearly defined capital investment control guidelines
- the adoption of formal project management disciplines, where appropriate.

Carmel College has an internal audit service, which operates in accordance with the requirements of the ESFA's *Post 16 Audit Code of Practice*. The work of the internal audit service is informed by an analysis of the risks to which the College is exposed, and annual internal audit plans are based on this analysis. The analysis of risks and the internal audit plans are endorsed by the Governing Body on the recommendation of the Audit Committee. At minimum, annually, the Head of Internal Audit (HIA) provides the governing body with a report on internal audit activity in the College, which includes an independent opinion on the adequacy and effectiveness of the College's system of risk management, controls and governance processes.

Risks faced by the Governing Body

The Governing Body identifies, evaluates, and manages risk through the approval of an annual risk register that is derived from the approved key performance targets for the college on an annual basis. The associated risk of each target is described, and each risk is evaluated and graded by impact and likelihood and assigned an overall grade to provide clarity of key risks to the operation of the college. The mitigation in place to manage each risk and the Governing Body committee at which monitoring reports and data will be presented is provided in the register.

An updated assessment of the key risks is provided to the Audit Committee at each meeting with the addition of new risks as they occur and a review of the grading of each risk at each meeting. The Risk Management policy is considered and approved on an annual basis.

Control weaknesses identified

There were no significant control weaknesses identified in the year to 31 July 2023.

Responsibilities under funding agreements

The Governing Body has met its contractual responsibilities under its funding agreements and other contracts with the ESFA. This is monitored by regular reporting to individual committees, implementation of appropriate policies and procedures, and the employment of an internal audit service to cyclically review operating activity of the college.

The Department for Education and Education and Skills Funding Agency introduced new controls for the college on 29 November 2022 on the day that the Office for National Statistics reclassified colleges as public sector organisations in the national accounts. The ESFA chief executive communicated these changes to all college accounting officers and explained plans to introduce a college financial handbook in 2024. The college has reviewed its policies, procedures and approval processes in line with these new requirements to ensure there are systems in place to identify and handle any transactions for which DfE approval is required.

Statement from the audit committee

The audit committee has advised the board of governors that the college has an effective framework for governance and risk management in place. The audit committee believes the college has effective internal controls in place.

The specific areas of work undertaken by the audit committee in 2022/2023 up to the date of the approval of the financial statements are:

Safeguarding

This review was designed to provide assurance that the College's safeguarding arrangements were fully compliant with legislative requirements and that all necessary steps were being taken to protect students.

Mental Health and Wellbeing

This review was designed to assess the processes in place to monitor and improve staff and student mental health and wellbeing and assess the support offered by the College.

Special Educational Needs and Learning Support

This review was designed to assess the College's compliance with the Special Educational Needs and Disability Regulations 2014 and ensure that the curriculum was accessible.

Procurement and Contract Management

This review was designed to provide assurance that the College's procurement activities were compliant with all legislative and procedural requirements and to ensure that appropriate contract management arrangements were in place to monitor provider performance.

Follow Up Review

This review was designed to assess whether the College had appropriately implemented the internal audit recommendations made in 2021-22. The review provides the Audit Committee with assurance that prior year recommendations had been implemented within the expected timescales.

The Governing Body is committed to development and has undertaken a range of activities throughout the year. These activities include: three update briefings throughout the year before full governing body meetings and/or committee meetings, attendance at a range of SFCA governance webinars, and completion of specific ETF Governance Development Programme modules. In addition, new governors have attended induction sessions upon appointment. The Clerk to Governors has also completed a range of development activities, including attendance at numerous SFCA and Eversheds governance webinars as well as the SFCA's clerks' annual conference.

Review of effectiveness

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

- the work of the internal auditors
- the work of the executive managers within the College who have responsibility for the development and maintenance of the internal control framework
- comments made by the College's financial statements auditors and the reporting accountant for regularity assurance, in their management letters and other reports.

The Principal in their role as Accounting Officer has been advised on the implications of the result of their review of the effectiveness of the system of internal control by the Audit Committee which oversees the work of the internal auditor and other sources of assurance, and a plan to address weaknesses and ensure continuous improvement of the system is in place.


The senior leadership team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within

the departments and reinforced by risk awareness training. The senior leadership team and the Audit Committee also receive regular reports from internal audit and other sources of assurance, which include recommendations for improvement.

The Audit Committee's role in this area is confined to a high-level review of the arrangements for internal control. The Governing Body's agenda includes a regular item for consideration of risk and control and receives reports thereon from the senior leadership team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception. At its October 2023 meeting, the Governing Body carried out the annual assessment for the year ended 31 July 2023 by considering documentation from the senior leadership team and internal audit and taking account of events since 31 July 2023.

Based on the advice of the Audit Committee and the Principal as Accounting Officer, the Governing Body is of the opinion that the College has an adequate and effective framework for governance, risk management and control, and has fulfilled its statutory responsibility for *“the effective and efficient use of resources, the solvency of the institution and the body and the safeguarding of their assets”*.

Approved by order of the members of the Governing Body on 5th December 2023 and signed on its behalf by:

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**Helen Stevenson
Chair of Governing Body**

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**Janet Gater
Principal
Accounting Officer**

Statement of Regularity, Propriety and Compliance

As accounting officer, I confirm that the Governing Body has had due regard to the framework of authorities governing regularity, propriety and compliance, and the requirements of grant funding agreements and contracts with ESFA, and has considered its responsibility to notify ESFA of material irregularity, impropriety and non-compliance with those authorities and terms and conditions of funding.

I confirm on behalf of the corporation that after due enquiry, and to the best of my knowledge, I am able to identify any material irregular or improper use of funds by the college, or material non-compliance with the framework of authorities and the terms and conditions of funding under the corporation's grant funding agreements and contracts with ESFA, or any other public funder. This includes the elements outlined in the "Dear accounting officer" letter of 29 November 2022 and ESFA's bite size guides.

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

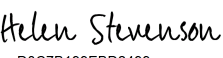
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 Signed
Janet Gater
Accounting Officer

5th December 2023

Statement of the Chair of Governors

On behalf of the corporation, I confirm that the accounting officer has discussed their statement of regularity, propriety and compliance with the board and that I am content that it is materially accurate.

DocuSigned by:

 Signed
Helen Stevenson
Chair of Governing Body

Helen Stevenson
Chair of Governing Body

5th December 2023

Statement of Responsibilities of the Members of the Governing Body

The members of the Governing Body are required to present audited financial statements for each financial year.

Within the terms and conditions of the College's grant funding agreements and contracts with the ESFA, the Governing Body— through its Accounting Officer – is required to prepare financial statements and an operating and financial review for each financial year in accordance with the Statement of Recommended Practice – Accounting for Further and Higher Education, ESFA's college accounts direction and the UK's Generally Accepted Accounting Practice, and which give a true and fair view of the state of affairs of the college and its surplus / deficit of income over expenditure for that period.

In preparing the financial statements, the Governing Body is required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- assess whether the college is a going concern, noting the key supporting assumptions, qualifications or mitigating actions as appropriate
- prepare financial statements on the going concern basis unless it is inappropriate to assume the College will continue in operation.

The Governing Body is also required to prepare a Member's Report which describes what it is trying to do and how it is going about it, including information about the legal and administrative status of the college.

The Governing Body is responsible for keeping proper accounting records, which disclose with reasonable accuracy, at any time, the financial position of the College and which enable it to ensure that the financial statements are prepared in accordance with the relevant legislation including the Further and Higher Education Act 1992 and Charities Act 2011, and relevant accounting standards. It is responsible for taking steps that are reasonably open to it to safeguard its assets and to prevent and detect fraud and other irregularities.

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

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

Members of the Governing Body are responsible for ensuring that expenditure and income are applied for the purposes intended and that the financial transactions conform to the authorities that govern them. In addition, they are responsible for ensuring that funds from the ESFA, and any other public funds, are used only in accordance with the ESFA's grant funding agreements and contracts and any other conditions that may be prescribed from time to time by ESFA, or any other public funder, including that any transactions entered into by the corporation are within the delegated authorities set out in the "Dear accounting officer" letter of 29 November 2022 and ESFA's bite size guides. Members of the Governing Body must ensure that

there are appropriate financial and management controls in place to safeguard public and other funds and ensure they are used properly. In addition, members of the Governing Body are responsible for securing economical, efficient and effective management of the College's resources and expenditure, so that the benefits that should be derived from the application of public funds from ESFA and other public bodies are not put at risk.

Approved by order of the members of the Governing Body on 5th December 2023 and signed on its behalf by:

DocuSigned by:

Helen Stevenson

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Helen Stevenson
Chair of Governing Body

Independent Auditors' Report to the Governing Body of Carmel College**Opinion**

We have audited the financial statements of Carmel College (the 'College') for the year ended 31 July 2023 which comprise the Statement of Comprehensive Income and Expenditure, the Statement of Changes in Reserves, 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, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice) and the Accounts Direction 2022 to 2023 issued by the Education and Skills Funding Agency (ESFA).

In our opinion, the financial statements:

- give a true and fair view of the state of the College's affairs as at 31 July 2023 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the Statement of Recommended Practice; Accounting for Further and Higher Education (the 2019 FE HE SORP) and the Accounts Direction 2022 to 2023 issued by the ESFA.

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 College 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 Governing Body's 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 doubt on the College'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 Governing Body with respect to going concern are described in the relevant sections of this report.

Other information

The members of the Governing Body are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Independent Auditor's Report 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, 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.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the College and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Governing Body.

We have nothing to report in respect of the following matters prescribed by the Post 16 Audit Code of Practice issued by the Education and Skills Funding Agency which requires us to report to you if, in our opinion:

- proper accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- all of the information and explanations required for the audit were not received.

Responsibilities of the Governing Body

As explained more fully in the Statement of Responsibilities of the Members of the Governing Body set out on page 24, the Governing Body is 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 Governing Body determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Governing Body is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Governing Body either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Independent 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The audit procedures designed to identify irregularities included:

- enquiry of management and those charged with governance around actual and potential litigation and claims

Carmel College

Notes to the Financial Statements

- enquiry of College staff with responsibilities for compliance matters to identify any instances of non-compliance with laws and regulations
- reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.


There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, intentional misrepresentations or through collusion.

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 Independent Auditor's Report.

Use of our report

This report is made solely to the Governing Body, as a body, in accordance with Article 22 of the College's Articles of Government. Our audit work has been undertaken so that we might state to the Governing Body, as a body, those matters we are required to state to them in an auditor's 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 College and the Governing Body, as a body, for our audit work, for this report, or for the opinions we have formed.

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Murray Smith LLP
Chartered Accountants and Statutory Auditor
Darland House
44 Winnington Hill
Northwich
Cheshire
CW8 1AU

Date 5th December 2023

Reporting Accountant's Assurance Report on Regularity**To: The Governing Body of Carmel College and The Secretary of State for Education acting through the Education and Skills Funding Agency (ESFA)**

In accordance with the terms of our engagement letter dated 9 November 2020 and further to the requirements and conditions of funding in ESFA's grant funding agreements and contracts, or those of any other public funder, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest, in all material respects, the expenditure disbursed and income received by Carmel College during the period 1 August 2022 to 31 July 2023 have not been applied to the purposes identified by Parliament and the financial transactions do not conform to the authorities which govern them.

The framework that has been applied is set out in the Post-16 Audit Code of Practice (the Code) issued by the ESFA and in any relevant conditions of funding concerning adult education notified by a relevant funder.

This report is made solely to the Governing Body of Carmel College and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Governing Body of Carmel College and the ESFA those matters we are required to state in a 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 Governing Body of Carmel College and the ESFA for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Carmel College and the reporting accountant

The Governing Body of Carmel College is responsible, under the requirements of the Further & Higher Education Act 1992, subsequent legislation and related regulations and guidance, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Code. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 August 2022 to 31 July 2023 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Code issued by the ESFA. We performed a limited assurance engagement as defined in that framework.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity of the College's income and expenditure.


The work undertaken to draw to our conclusion includes:

- review of evidence supporting the College's Regularity Self-Assessment; and
- review of the College's expenditure during the year

Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 August 2022 to 31 July 2023 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

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Murray Smith LLP
Chartered Accountants
Statutory Auditors
Darland House
44 Winnington Hill
Northwich
CW8 1AU

5th December 2023

Statement of Comprehensive Income and Expenditure

| | <u>Note</u> | 2023 £'000 | 2022 £'000 |
|---|-------------|-----------------------------|-----------------------------|
| Income | | | |
| Funding body grants | 2 | 11,497 | 9,911 |
| Tuition fees and education contracts | 3 | 1,444 | 1,557 |
| Other income | 4 | 145 | 71 |
| Investment income | 5 | 90 | 11 |
| Total income | | <u>13,176</u> | <u>11,550</u> |
| Expenditure | | | |
| Staff costs | 6 | 9,620 | 9,144 |
| Other operating expenses | 8 | 2,690 | 1,865 |
| Depreciation | 11 | 949 | 871 |
| Interest and other finance costs | 10 | 184 | 252 |
| Total expenditure | | <u>13,443</u> | <u>12,132</u> |
| (Deficit) before other gains and losses | | <u>(267)</u> | <u>(582)</u> |
| Loss on disposal of assets | 11 | (10) | 0 |
| (Deficit) for the year | | <u>(277)</u> | <u>(582)</u> |
| Actuarial gain/(loss) in respect of pension schemes | 20 | 2,584 | 5,927 |
| Total Comprehensive Income for the year | | <u>2,307</u> | <u>5,345</u> |
| Represented by: | | | |
| Unrestricted comprehensive income | | <u>2,307</u> | <u>5,345</u> |

All items of income and expenditure relate to continuing activities.

College Statement of Changes in Reserves


| | Income & expenditure account <u>£'000</u> | Revaluation reserve <u>£'000</u> | Total <u>£'000</u> |
|--|--|--|-----------------------|
| Balance at 1 August 2021 | 44 | 1,376 | 1,420 |
| Deficit from the income & expenditure account | (582) | - | (582) |
| Other comprehensive income | 5,927 | - | 5,927 |
| Transfers between revaluation and income and expenditure reserves | 59 | (59) | 0 |
| Balance at 31 July 2022 | <u>5,448</u> | <u>1,317</u> | <u>6,765</u> |
| Balance at 1 August 2022 | 5,448 | 1,317 | 6,765 |
| Deficit from the income & expenditure account | (277) | - | (277) |
| Other comprehensive income | 2,584 | - | 2,584 |
| Transfers between revaluation and income and expenditure reserves | 59 | (59) | 0 |
| Balance at 31 July 2023 | <u>7,814</u> | <u>1,258</u> | <u>9,072</u> |

Balance Sheet as at 31 July 2023


| | <u>Note</u> | <u>2023</u> <u>£'000</u> | <u>2022</u> <u>£'000</u> |
|--|-------------|-----------------------------|-----------------------------|
| Non current assets | | | |
| Tangible fixed assets | 11 | <u>20,368</u> | <u>20,831</u> |
| | | <u>20,368</u> | <u>20,831</u> |
| Current assets | | | |
| Trade and other receivables | 12 | 177 | 194 |
| Cash and cash equivalents | | <u>3,018</u> | <u>2,741</u> |
| | | <u>3,195</u> | <u>2,935</u> |
| Creditors - amounts falling due within one year | 13 | (2,061) | (1,980) |
| Net current assets | | <u>1,134</u> | <u>955</u> |
| Total assets less current liabilities | | 21,502 | 21,786 |
| Creditors - amounts falling due after more than one year | 14 | (13,201) | (13,411) |
| Provisions | | | |
| Defined benefit (obligation)/asset | 16 | 771 | (1,610) |
| Total net assets | | <u><u>9,072</u></u> | <u><u>6,765</u></u> |
| Unrestricted Reserves | | | |
| Income and expenditure account | | 7,814 | 5,448 |
| Revaluation reserve | | <u>1,258</u> | <u>1,317</u> |
| Total unrestricted reserves | | <u><u>9,072</u></u> | <u><u>6,765</u></u> |

The financial statements on pages 31 to 53 were approved and authorised for issue by the Governing Body on 5th December 2023 and were signed on its behalf by:

Helen Stevenson
Chair of Governing Body

DocuSigned by:

.....D0C7B199FBD2499.....

Janet Gater
Principal
Accounting Officer

DocuSigned by:

.....67B0B12CC08D48B.....

Statement of Cash Flows

| | Note | 2023 £'000 | 2022 £'000 |
|--|-------------|-----------------------------|-----------------------------|
| Cash flow from operating activities | | | |
| (Deficit) for the year | | (277) | (582) |
| Adjustment for non-cash items | | | |
| Depreciation | | 949 | 871 |
| Decrease in debtors | | 17 | 54 |
| Increase in creditors due within one year | | 81 | 497 |
| (Decrease) in creditors due after one year | | (46) | (144) |
| Pensions costs less contributions payable | | 142 | 463 |
| Adjustment for investing or financing activities | | | |
| Investment income | | (90) | (11) |
| Interest payable | | 184 | 252 |
| Loss on disposal of fixed assets | | 10 | 0 |
| Net cash flow from operating activities | | <u>970</u> | <u>1,400</u> |
| Cash flows from investing activities | | | |
| Investment income | | 90 | 11 |
| Payments made to acquire fixed assets | | (496) | (1,001) |
| | | <u>(406)</u> | <u>(990)</u> |
| Cash flows from financing activities | | | |
| Interest paid | | (123) | (132) |
| Repayments of amounts borrowed | | (164) | (164) |
| | | <u>(287)</u> | <u>(296)</u> |
| Increase in cash and cash equivalents in the year | | <u>277</u> | <u>114</u> |
| Cash and cash equivalents at beginning of the year | 17 | 2,741 | 2,627 |
| Cash and cash equivalents at end of the year | 17 | 3,018 | 2,741 |

Notes to the Accounts**1 Statement of accounting policies and estimation techniques**

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

Basis of preparation

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education 2019 (the 2019 FE HE SORP), the College Accounts Direction for 2022 to 2023 and in accordance with Financial Reporting Standard 102 – “The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland” (FRS 102). The College is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS 102.

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

Basis of accounting

The financial statements are prepared in accordance with the historical cost convention as modified by the use of previous valuations as deemed cost at transition for certain non-current assets.

Going concern

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

The College currently has £2.2m of loans outstanding with bankers on terms negotiated in 2010. The terms of the existing agreement are for 25 years. The College's forecasts and financial projections indicate that it will be able to operate within this existing facility and covenants for the foreseeable future.

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

Recognition of income**Revenue grant funding**

Government revenue grants include funding body recurrent grants and other grants and are accounted for under the accrual model as permitted by FRS 102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. The final grant income is normally determined with the conclusion of the year end reconciliation process with the funding body following the year end, and the results of any funding audits. 16-18 funding is not subject to reconciliation and is therefore not subject to contract adjustments.

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

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

Capital grant funding

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

Fee income

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

Investment Income

All income from short-term deposits is credited to the income and expenditure account in the period in which it is earned on a receivable basis.

Agency arrangements

The College acts as an agent in the collection and payment of certain discretionary support funds and any other arrangements. Related payments received from the funding bodies and subsequent disbursements to students are excluded from the income and expenditure of the College where the College is exposed to minimal risk or enjoys minimal economic benefit related to the transaction.

Accounting for post-employment benefits

Post-employment benefits to employees of the College are principally provided by the Teachers' Pension Scheme (TPS) and the Local Government Pension Scheme (LGPS). These are defined benefit plans, which are externally funded and contracted out of the State Second Pension.

Teachers' Pension Scheme

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

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

Merseyside Pension Fund (LGPS)

The LGPS is a funded scheme. The assets of the LGPS are measured using closing fair values. LGPS liabilities are measured using the projected unit credit method and discounted at the current rate of return on a high-quality corporate bond of equivalent term and currency to the liabilities. The

actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred.

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

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

Short term Employment benefits

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

Tangible fixed assets

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

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

Land and buildings

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

- Buildings – 40 years
- Refurbishments – 40 years

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

Freehold buildings are depreciated over their expected useful economic life to the College of 40 years. The College has a policy of depreciating major adaptations to buildings over the period of their useful economic life of 40 years.

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

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

On adoption of FRS 102, the College followed the transitional provision to retain the book value of land and buildings, which were revalued in 2001, as deemed cost but not to adopt a policy of revaluations of these properties in the future.

Assets under construction

Assets under construction are accounted for at cost, based on the value of architects' certificates and other direct costs, incurred to 31 July. They are not depreciated until they are brought into use.

Subsequent expenditure on existing fixed assets

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

Equipment

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

Capitalised equipment is depreciated on a straight-line basis over its remaining useful economic life as follows:

- technical equipment 5 years
- computer equipment 5 years
- furniture, fixtures and fittings 5 years

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

Borrowing costs

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

Cash and cash equivalents

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

Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash with insignificant risk of change in value. An investment qualifies as a cash equivalent when it has maturity of 3 months or less from the date of acquisition.

Financial liabilities and equity

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

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

Taxation

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

The College is not registered for Value Added Tax

Provisions and contingent liabilities

Provisions are recognised when

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

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

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

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

Judgements in applying accounting policies and key sources of estimation uncertainty*Judgements in applying accounting policies*

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

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

Other key sources of estimation uncertainty

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

- The present value of the Local Government Pension Scheme defined benefit asset/liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in the notes, will impact the carrying amount of the pension liability. The actuary has used a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2022 to value the pensions liability at 31 July 2023. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability. The college has recognised the pension asset calculated by the actuaries on the basis that this will impact the level of contributions in the future.

2 Funding body grants

| | 2023 | 2022 |
|---|----------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Recurrent grants | | |
| Education and Skills Funding Agency - 16-18 | 10,151 | 8,972 |
| Specific grants | | |
| Teacher Pension Scheme contribution grant | 362 | 293 |
| Principal's Reference Group | 1 | 5 |
| Early careers framework | - | 6 |
| Designated capital grant | 49 | 47 |
| 16-19 Tuition Fee Fund | 110 | 106 |
| Covid testing | - | 15 |
| CIF refurbishment funding | 291 | - |
| Bursary Fund administration fee | 18 | 12 |
| Releases of government capital grants | 515 | 455 |
| | <u>11,497</u> | <u>9,911</u> |

3 Tuition fees and education contracts

| | 2023 | 2022 |
|---------------------------------|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Higher Education (HE) contracts | 1,200 | 1,304 |
| Other Contracts | 244 | 253 |
| | <u>1,444</u> | <u>1,557</u> |

4 Other income

| | 2023 | 2022 |
|------------------------------------|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Other income generating activities | 102 | 59 |
| Miscellaneous income | 43 | 12 |
| | <u>145</u> | <u>71</u> |

5 Investment Income

| | 2023 | 2022 |
|---------------------------|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Other interest receivable | 90 | 11 |
| Total | <u>90</u> | <u>11</u> |

6 Staff Costs

The average number of persons (including key management personnel) employed by the College during the year, disclosed on an average headcount basis, was:

| | 2023 | 2022 |
|--------------------|-------------------|-------------------|
| | <u>No.</u> | <u>No.</u> |
| Teaching staff | 113 | 112 |
| Non-teaching staff | 111 | 108 |
| | <u>224</u> | <u>220</u> |

Staff costs for the above persons

| | <u>£'000</u> | <u>£'000</u> |
|--------------------------|---------------------|---------------------|
| Wages & salaries | 7,270 | 6,654 |
| Social security | 703 | 632 |
| Other pension costs | 1,647 | 1,858 |
| Payroll sub total | <u>9,620</u> | <u>9,144</u> |
| Total staff costs | <u>9,620</u> | <u>9,144</u> |

The college operates the following salary sacrifice scheme: childcare vouchers

7 Key management personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the College and are represented by the Corporate Management Team which comprise the Principal, Vice Principals, and Assistant Principals, some of whom are employed on a part-time basis. As a sixth form college the AoC Governors' Council's "The Colleges Senior Staff Remuneration Code" has not been adopted.

All key management personnel take part in the continuous college performance management process and all met their personal targets. The college met the performance targets set as part of the self-assessment and quality improvement process. The college is graded Outstanding in all areas in its Denominational Inspection, which matches the Outstanding grade awarded by Ofsted in the summer of 2019; student value added at the College is excellent and has been sustained over time; the quality of teaching and learning is also excellent; a culture of high expectations permeates the College at all levels.

The college continues to meet planned ESFA financial health targets.

Emoluments of Key management personnel, Accounting Officer and other higher paid staff

| | 2023 | 2022 |
|--|------------------|-----------------|
| | No. | No. |
| The number of key management personnel including the Accounting Officer was: | <u><u>11</u></u> | <u><u>5</u></u> |

The number of key management personnel and other staff who received annual emoluments, excluding employer contributions to national insurance and pensions but including benefits in kind, in the following ranges was:

| | Key management personnel | | Other Staff | |
|-----------------------------|---------------------------------|-----------------|--------------------|-----------------|
| | 2023 | 2022 | 2023 | 2022 |
| £30,001 to £35,000 | 1 | - | - | - |
| £40,001 to £45,000 | 1 | - | - | - |
| £45,001 to £50,000 | 4 | - | - | - |
| £50,001 to £55,000 | - | 1 | - | - |
| £55,001 to £60,000 | 3 | - | 4 | 2 |
| £60,001 to £65,000 | - | 1 | 1 | - |
| £70,001 to £75,000 | 1 | - | - | - |
| £80,001 to £85,000 | - | 2 | - | - |
| £90,001 to £95,000 | 1 | - | - | - |
| £110,001 to £120,000 | - | 1 | - | - |
| | <u><u>11</u></u> | <u><u>5</u></u> | <u><u>5</u></u> | <u><u>2</u></u> |

Key management personnel compensation is made up as follows:

| | 2023 | 2022 |
|--|--------------------------|--------------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Salaries | 599 | 393 |
| Benefits in kind | - | - |
| | <u>599</u> | <u>393</u> |
| Pension contributions | <u>109</u> | <u>90</u> |
| Total key management personnel compensation | <u><u>708</u></u> | <u><u>483</u></u> |

There were no amounts due to key management personnel that were waived in the year, nor any salary sacrifice arrangements in place.

The above compensation includes amounts paid to the Principals who acted as Accounting Officer and who were also the highest paid members of staff. Staffing changes were implemented following the resignation of the established College Principal, which was unplanned, and a series of college employees were appointed to the role of Accounting Officer during the year on temporary (acting) or fixed term contracts. This is evidenced by the increased college investment in the role and has impacted on the payroll multiple calculations. Their pay and remuneration is as follows:

| | | 2023 | 2022 |
|-------------------------------|-------------------------|--------------------------|--------------------------|
| | Period of Office | <u>£'000</u> | <u>£'000</u> |
| Salaries | | | |
| Principal | 1/08/2022 - 31/10/2022 | 56 | 112 |
| Joint Acting Principals (two) | 31/10/2022 - 31/12/2022 | 17 | - |
| Temporary Principals (two) | 01/01/2023 - 31/07/2023 | 94 | - |
| Benefits in kind | | - | - |
| | | <u>167</u> | <u>112</u> |
| Pension contributions | | <u>10</u> | <u>26</u> |
| Total emoluments | | <u><u>177</u></u> | <u><u>138</u></u> |

The remuneration package of designated Senior Post Holders including the Principal, is subject to annual review by the Remuneration Committee of the governing body who use college performance and benchmarking information to provide objective guidance to support the decisions made.

The Principal reports to the Chair of Governing Body, and undergoes annual review of their performance against the college's overall objectives using both qualitative and quantitative measures of performance.

Relationship of Principal pay and remuneration expressed as a multiple

| | 2023 <u>£'000</u> | 2022 <u>£'000</u> |
|---|------------------------------------|------------------------------------|
| Principal's basic salary as a multiple of the median of all staff | 5.38 | 4.34 |
| Principal's total remuneration as a multiple of the median of all staff | 4.65 | 4.47 |

Compensation for loss of office paid to former key management personnel

No compensation payments were made to former key management personnel for the period of this report.

The members of the College did not receive any payment from the College other than the reimbursement of travel and subsistence expenses incurred in the course of their duties.

8 Other Operating Expenses

| | 2023 <u>£'000</u> | 2022 <u>£'000</u> |
|-------------------------------|------------------------------------|------------------------------------|
| Teaching costs | 215 | 176 |
| Non-teaching costs | 1,160 | 1,051 |
| Premises costs | 896 | 638 |
| College refurbishment project | 419 | - |
| Total | <u>2,690</u> | <u>1,865</u> |

| | 2023 <u>£'000</u> | 2022 <u>£'000</u> |
|--|------------------------------------|------------------------------------|
|--|------------------------------------|------------------------------------|

Other operating expenses include:

| | | |
|---------------------------------------|----|----|
| Auditors' remuneration | | |
| - Financial statements audit | 10 | 11 |
| - Internal audit fees | 10 | 9 |
| Hire of assets under operating leases | 50 | 42 |

9 Write offs, losses, guarantees, letters of comfort, compensation

The college incurred no expenditure and undertook no activity in relation to spending or commitments described in the "Dear accounting officer" letter of 29 November 2022 and ESFA's bite size guides.

10 Interest and other finance costs

| | 2023 | 2022 |
|---|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| On bank loans, overdrafts and other loans: | 123 | 132 |
| Net interest on defined pension liability (note 20) | 61 | 120 |
| Total | <u>184</u> | <u>252</u> |

11 Tangible Fixed Assets

| | Freehold Buildings | Assets in the course of construction | Equipment | Total |
|-------------------------------------|-------------------------------|---|---------------------|----------------------|
| | <u>£'000</u> | <u>£'000</u> | <u>£'000</u> | <u>£'000</u> |
| Cost or Valuation | | | | |
| At 1 August 2022 | 29,840 | 833 | 2,059 | 32,732 |
| Adjustments | 801 | (833) | 32 | 0 |
| Additions | 0 | | 496 | 496 |
| Disposals | | | (518) | (518) |
| At 31 July 2023 | <u>30,641</u> | <u>0</u> | <u>2,069</u> | <u>32,710</u> |
| Depreciation | | | | |
| At 1 August 2022 | 10,209 | - | 1,692 | 11,901 |
| Charge for period | 766 | - | 183 | 949 |
| Elimination in respect of disposals | - | - | (508) | (508) |
| At 31 July 2023 | <u>10,975</u> | <u>0</u> | <u>1,367</u> | <u>12,342</u> |
| Net Book Value | | | | |
| At 31 July 2023 | <u>19,666</u> | <u>0</u> | <u>702</u> | <u>20,368</u> |
| Net Book Value | | | | |
| At 1 August 2022 | <u>19,631</u> | <u>833</u> | <u>367</u> | <u>20,831</u> |

Land and buildings were valued in April 2001 at depreciated replacement cost by independent chartered surveyors, Dixon Webb.

12 Trade and other receivables

| | 2023 | 2022 |
|--------------------------------------|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Amounts falling due within one year: | | |
| Trade receivables | 9 | 12 |
| Prepayments and accrued income | 168 | 182 |
| | <u>177</u> | <u>194</u> |

13 Creditors: amounts falling due within one year

| | 2023 | 2022 |
|---|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Bank Loan | 164 | 164 |
| Trade payables | 43 | 323 |
| Accruals and deferred income | 833 | 566 |
| Deferred income - government capital grants | 515 | 455 |
| Holiday pay accrual | 506 | 472 |
| | <u>2,061</u> | <u>1,980</u> |

14 Creditors: amounts falling due after one year

| | 2023 | 2022 |
|---|----------------------|----------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Bank Loan | 2,009 | 2,173 |
| Deferred income - government capital grants | 11,192 | 11,238 |
| | <u>13,201</u> | <u>13,411</u> |

15 Maturity of debt

| | 2023 | 2022 |
|---|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Bank loans and overdrafts | | |
| Bank loans and overdrafts are repayable as follows: | | |
| In one year or less | 164 | 164 |
| Between one and two years | 164 | 164 |
| Between two and five years | 492 | 492 |
| In five years or more | <u>1,353</u> | <u>1,517</u> |
| Total | <u>2,173</u> | <u>2,337</u> |

An unsecured bank loan (Barclays plc) at 5.43 per cent is repayable by instalments falling due between 1 September 2013 and 31 July 2036. The balance remaining on the loan at year-end is £2,173,000.

16 Provisions

| | Defined benefit (obligations)/ assets £'000 |
|---------------------------|--|
| At 1 August 2022 | (1,610) |
| Expenditure in the period | 458 |
| Additions in period | 1,923 |
| At 31 July 2023 | <u>771</u> |

Defined benefit (obligations)/assets relate to the liabilities or assets under the College's membership of the Local Government Pension Scheme. Further details are given in Note 20.

17 Cash and cash equivalents

| | At 1 Aug 2022 £'000 | Cash flows £'000 | Other Changes £'000 | At 31 July 2023 £'000 |
|---------------------------|------------------------------------|---------------------------------|------------------------------------|--|
| Cash and cash equivalents | 2,741 | 277 | - | 3,018 |
| Overdrafts | - | - | - | - |
| Total | <u>2,741</u> | <u>277</u> | <u>-</u> | <u>3,018</u> |

18 Capital and other commitments

| | 2023 | 2022 |
|---------------------------------------|--------------|--------------|
| | £'000 | £'000 |
| Commitments contracted for at 31 July | 284 | 752 |
| | 284 | 752 |

19 Lease obligations

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

| | 2023 | 2022 |
|---|--------------|--------------|
| | £'000 | £'000 |
| Future minimum lease payments due | | |
| Non capital leases | | |
| Not later than one year | 24 | 22 |
| Later than one year and not later than five years | 26 | 26 |
| Later than five years | - | - |
| Total lease payments due | 50 | 48 |

20 Defined benefit obligations

The College's employees belong to two principal post-employment benefit plans: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by the Merseyside Pension Fund (MPF). Both are multi-employer defined-benefit plans.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuations of the TPS was 31 March 2022 and the MPF 31 March 2022.

| Total Pension cost for the year | Year ended | |
|--|---------------------|---------------------|
| | 2023 | 2022 |
| | <u>£'000</u> | <u>£'000</u> |
| Teachers Pension Scheme: contributions | 1,047 | 1,001 |
| Merseyside Pension Scheme: | | |
| Contributions paid | 458 | 394 |
| FRS 102(28) charge | 142 | 463 |
| Charge to the statement of comprehensive income | 600 | 857 |
| Enhanced pension charge to Statement of Comprehensive income | | - |
| Total Pension Cost for Year within staff costs | <u>1,647</u> | <u>1,858</u> |

Teachers' Pension Scheme

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

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

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

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

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

The latest actuarial valuation of the TPS was carried out as at 31 March 2020. The valuation report was published by the Department for Education in October 2023. The key elements of the valuation and subsequent consultation are:

- employer contribution rates from 1 April 2024 set at 28.68% of pensionable pay (including a 0.08% administration levy), compared to the current rate of 23.68%
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £262,000 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £222,200 million, giving a notional past service deficit of £39,800 million
- the SCAPE discount rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 1.7% above the rate of CPI, and is based on the Office for Budget Responsibility's forecast for long-term GDP growth.

The next valuation result is due to be implemented from 1 April 2027.

The employer's pension costs paid to TPS in the period amounted to ££1,047k (2022: £1,001k)

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website. (<https://www.teacherspensions.co.uk/news/employers/2023/10/valuation-result.aspx>)

Merseyside Pension Fund

The Merseyside Pension Fund is a funded defined-benefit scheme, with the assets held in separate funds administered by Wirral Local Authority. The total contribution made for the year ended 31 July 2023 was £605k, of which employer's contributions totalled £458k and employees' contributions totalled £147k. The agreed contribution rates for future years are 18.1%, and 5.5% to 12.5% for employees, depending on salary according to a national scale.

The following information is based upon a full actuarial valuation of the fund at 31 March 2022 updated to 31 July 2023 by Mercer, an qualified independent actuary.

| | At 31 July 2023 | At 31 July 2022 |
|--|----------------------------|----------------------------|
| Rate of increase in salaries | 4.20% | 4.20% |
| Rate of increase for pensions in payment/inflation | 2.80% | 2.80% |
| Discount rate for scheme liabilities | 5.10% | 3.50% |
| Inflation assumption (CPI) | 2.70% | 2.70% |

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

| | At 31 July 2023 | At 31 July 2022 |
|-----------------------------|----------------------------|----------------------------|
| <i>Retiring today</i> | | |
| Males | 20.8 | 20.9 |
| Females | 23.3 | 24 |
| <i>Retiring in 20 years</i> | | |
| Males | 22.1 | 22.4 |
| Females | 25.1 | 25.9 |

The College's share of the assets in the scheme and the expected rates of return were:

| | Long term rate of return expected at 31 July 2023 | Fair Value at 31 July 2023 £'000 | Long term rate of return expected at 31 July 2022 | Fair Value at 31 July 2022 £'000 |
|---|--|--|--|--|
| Equity instruments | 45.50% | 5,992 | 37.00% | 4,855 |
| Government Bonds | 13.2% | 1,738 | 21.7% | 2,847 |
| Other Bonds | 4.1% | 540 | 8.1% | 1,063 |
| Property | 10.5% | 1,383 | 8.2% | 1,076 |
| Cash/Liquidity | 2.7% | 356 | 5.2% | 682 |
| Other | 24.0% | 3,161 | 19.8% | 2,598 |
| Total fair value of plan assets | | <u>13,170</u> | | <u>13,121</u> |
| Weighted average expected long term rate of return | 3.1% | | 4.4% | |
| Actual return on plan assets | | <u>(406)</u> | | <u>581</u> |

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

| | 2023 £'000 | 2022 £'000 |
|---------------------------------------|-------------------|-----------------------|
| Fair value of plan assets | 13,170 | 13,121 |
| Present value of plan liabilities | <u>(12,399)</u> | <u>(14,731)</u> |
| Net pensions asset/(liability) | <u>771</u> | <u>(1,610)</u> |

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

| | 2023 £'000 | 2022 £'000 |
|---|---------------------|---------------------|
| Amounts included in staff costs | | |
| Current service cost | 600 | 857 |
| Past service cost | <u>0</u> | <u>0</u> |
| Total | <u>600</u> | <u>857</u> |
| Amounts included in investment income | | |
| Net interest income | <u>(61)</u> | <u>(120)</u> |
| | <u>(61)</u> | <u>(120)</u> |
| Amount recognised in Other Comprehensive Income | | |
| Return on pension plan assets | 0 | 0 |
| Experience losses arising on defined benefit obligations | (1,501) | (938) |
| Changes in assumptions underlying the present value of plan liabilities | 4,085 | 6,865 |
| Amount recognised in Other Comprehensive Income | <u>2,584</u> | <u>5,927</u> |

Movement in net defined (liability)/asset during year

| | 2023 | 2022 |
|---|-------------------|-----------------------|
| | £'000 | £'000 |
| Net defined (liability) in scheme at 1 August | (1,610) | (6,954) |
| Movement in year: | | |
| Current service cost | (600) | (857) |
| Employer Contributions | 458 | 394 |
| Past service cost | 0 | 0 |
| Net interest on the defined (liability)/asset | (61) | (120) |
| Actuarial gain | 2,584 | 5,927 |
| Net defined asset/(liability) at 31 July | <u>771</u> | <u>(1,610)</u> |

Asset and Liability Reconciliation

| | 2023 | 2022 |
|--|----------------------|----------------------|
| | £'000 | £'000 |
| Changes in the present value of defined benefit obligations | | |
| Defined benefit obligations at start of period | 14,731 | 19,246 |
| Current service cost | 600 | 857 |
| Interest cost | 516 | 309 |
| Contributions by Scheme participants | 147 | 127 |
| Experience gains and losses on defined benefit obligations | 1,501 | 938 |
| Changes in financial assumptions | (4,933) | (6,482) |
| Estimated benefits paid | (163) | (264) |
| Past Service cost | 0 | 0 |
| Curtailments and settlements | 0 | 0 |
| Defined benefit obligations at end of period | <u>12,399</u> | <u>14,731</u> |

Changes in fair value of plan assets

| | | |
|---|----------------------|----------------------|
| Fair value of plan assets at start of period | 13,121 | 12,292 |
| Interest on plan assets | 467 | 199 |
| Return on plan assets | 0 | 0 |
| Employer contributions | 458 | 394 |
| Contributions by Scheme participants | 147 | 127 |
| Estimated benefits paid | (163) | (264) |
| Administrative expenses | (12) | (10) |
| Remeasurements (assets) | (848) | 383 |
| Fair value of plan assets at end of period | <u>13,170</u> | <u>13,121</u> |

The figures presented reflect the following features:

- No change in the CPI inflation assumption
- Increase in overall investment returns
- Positive changes in the actuarial financial assumptions

In summary the general trend is:

- A significant decrease from deficit to asset position, primarily driven by a change in actuarial valuation of liabilities
- An increase in projected 'income and expenditure' figures for 2022/23 as compared to 2021/2022.

21 Related Party Transactions

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

There were no expenses paid to or on behalf of the Governors during the year (2022: £nil).

No Governor has received any remuneration or waived payments from the College during the year (2022: None).

22 Amounts disbursed as agent: Bursary Fund

| | 2023 | 2022 |
|---|---------------------|---------------------|
| | <u>£'000</u> | <u>£'000</u> |
| Funding body grants | 366 | 236 |
| Interest earned | - | - |
| | <u>366</u> | <u>236</u> |
| Disbursed to Students | (321) | (166) |
| Administration fee | (18) | (12) |
| Amount consolidated in financial statements | 145 | 87 |
| | <u>(172)</u> | <u>(145)</u> |
| (Underspend) at 31 July | <u>(172)</u> | <u>(145)</u> |
| Represented by: | | |
| FSMs | (7) | (44) |
| General funds | (165) | (101) |
| | <u>(172)</u> | <u>(145)</u> |

Funding body grants are available solely for students. In the majority of instances, the College only acts as a paying agent. In these circumstances, the grants and related disbursements are therefore excluded from the Statement of Comprehensive Income. The college treats bursary and FSMs as one funding allocation.

23 Events after the reporting period

There are no events after the reporting period.