



Brockenhurst College

**Annual Report and
Financial Statements**

Year ended 31 July 2023

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Key Management Personnel, Board of Governors and Professional Advisers

Key management personnel

Key management personnel are defined as Senior Post Holders within the College Leadership Team and were represented by the following in 2022/23:

K Webb	Interim Principal and CEO; Accounting Officer (until 18 Sept 2022)
S Wain	Interim Principal and CEO; Accounting Officer (19 Sept 2022 to 23 March 2023)
H Odhams	Principal and CEO; Accounting Officer (from 5 June 2023)
L Feingold	Vice Principal, Director of Finance Interim CEO and Accounting Officer (24 March 2023 to 4 June 2023)
S Lovegrove	Vice Principal, Curriculum and Quality Interim Principal (24 March 2023 to 4 June 2023)

Following the resignation of Polly Perkins from the role of Principal and CEO in July 2022, the Corporation chose to cover the role on a temporary basis during the year while the search for a permanent replacement was undertaken. Mrs Helen Odhams was appointed to the permanent role of Principal and CEO on 4 June 2023.

Board of Governors

A full list of the Board of Governors is given on pages **25-27** of these financial statements. Mrs L Payne acted as Clerk to the Corporation throughout the period.

Professional advisers

Financial statements auditors and reporting accountants:

Alliotts LLP

Friary Court
13-21 High Street
Guildford
GU1 3DL

Internal auditors:

TIAA Ltd

Artillery House
Fort Fareham
Newgate Lane
Fareham
PO14 1AH

Bankers:

Barclays Bank plc

Wytham Court
11 West Way
Oxford
OX2 0JB

Solicitors:

Lamb Brooks

39 Winchester Street
Basingstoke
Hants
RG21 1EQ

Strategic Report

Objectives and Strategy:

The members present their annual report and the audited financial statements and auditor's report for Brockenhurst College 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 Brockenhurst College. The College is an exempt charity for the purposes of Part 3 of the Charities Act 2011.

The College has a wholly owned subsidiary called Wessex Education Shared Services Ltd (WESS). The company is limited by guarantee and is registered in England and Wales (Company Registration Number 08301285). Its principal activity is the provision of administrative services.

Mission

The College Vision and Core Purpose is to "Help people make the most of their lives through learning". The College Core Values are:

- That learning has the power to unlock the potential of each individual
- A belief in educational and social inclusion
- We care about people
- We commit to unequivocal excellence in all we do
- That the future should be embraced through creativity and innovation

Brockenhurst College is a non-selective, General Further Education college delivering a wide range of predominantly state-funded courses to meet the needs of learners in the local area. The College's offer comprises a large sixth-form, as well as apprenticeships, Higher Education courses and adult learning. The majority of our sixth-form students study Level 3 qualifications (such as A levels and applied general qualifications), with the remainder studying at Levels 1 or 2. The catchment area is large: many students travel by train or bus for over an hour to reach the college from places such as Poole, the Isle of Wight and Swanage.

In 2022/23 the College enrolled approximately 5,500 students. The College's student population includes 2,872 funded 16–19-year-old students, over 110 apprentices, over 120 international students, over 2,300 adult learners and over 40 higher education students.

Resources

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

The College employed 316 (2021/22 – 306) people during the year (expressed as full-time equivalents), of whom 133 (2021/22 – 137) are teaching staff.

Tangible resources include the main college site and operating equipment used to support the curriculum delivery. The gross book value of these assets as at 31 July 2023 was £40.3m (31 July 2022 - £34.7m), having increased in the year following investment in the College's estate and IT facilities, notably construction of a new teaching building ("F Block") on the main Brockenhurst campus and new mobile computing devices for both staff and student use.

The College has £11.6m (2021/22 - £10.8m) of total net assets before pension related defined benefit assets or obligations. These include debt of £2.6m (2021/22 - £2.8m). Whilst the College's pension related defined benefit pension obligations stood at £3.8m in 2021/22, they have become an asset of £1.1m in 2022/23. Due to the unlikelihood of the asset being realised, they have been attributed a nil value in the 2022/23 accounts.

Strategic Report (continued)

The College has a good reputation locally and nationally. Maintaining a quality brand is essential for the College's success at attracting students and external relationships. The College was graded GOOD during its most recent full Ofsted inspection in February 2017. The College underwent an Ofsted homestay social care inspection in February 2020 and achieved ratings of GOOD in all key judgements.

The College been registered with the Office for Students since June 2019.

Stakeholders

In line with other colleges, Brockenhurst College has many stakeholders. These include:

- Students and staff
- Education sector funding and regulatory bodies, notably the Education and Skills Funding Agency (ESFA) and the Office for Students (OfS)
- Local employers (with specific links)
- Local Authorities, notably Hampshire County Council
- Government Offices / Local Enterprise Partnerships, notably Solent and M3 LEPs
- The local community
- Other Further Education institutions
- The College's bankers, Barclays
- Trade unions
- Professional bodies

The College recognises the importance of these relationships and engages in regular communication with them through the College Internet site and by meetings.

Public Benefit

Brockenhurst College is an exempt charity under Part 3 of the Charities Act 2011 and following the Machinery of Government changes in July 2016 is regulated by the Secretary of State for Education. The members of the Governing Body, who are trustees of the charity, are disclosed on pages 25-27.

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. The guidance sets out the requirement that all organisations wishing to be recognised as charities must demonstrate, explicitly, that their aims are for the public benefit.

In delivering its mission, the College provides the following identifiable public benefits through the advancement of education:

- High-quality teaching
- Widening participation and tackling social exclusion
- Excellent employment record for students
- Strong student support systems
- Links with employers, industry and commerce
- Links with Local Enterprise Partnerships (LEPs)

Implementation of strategic plan

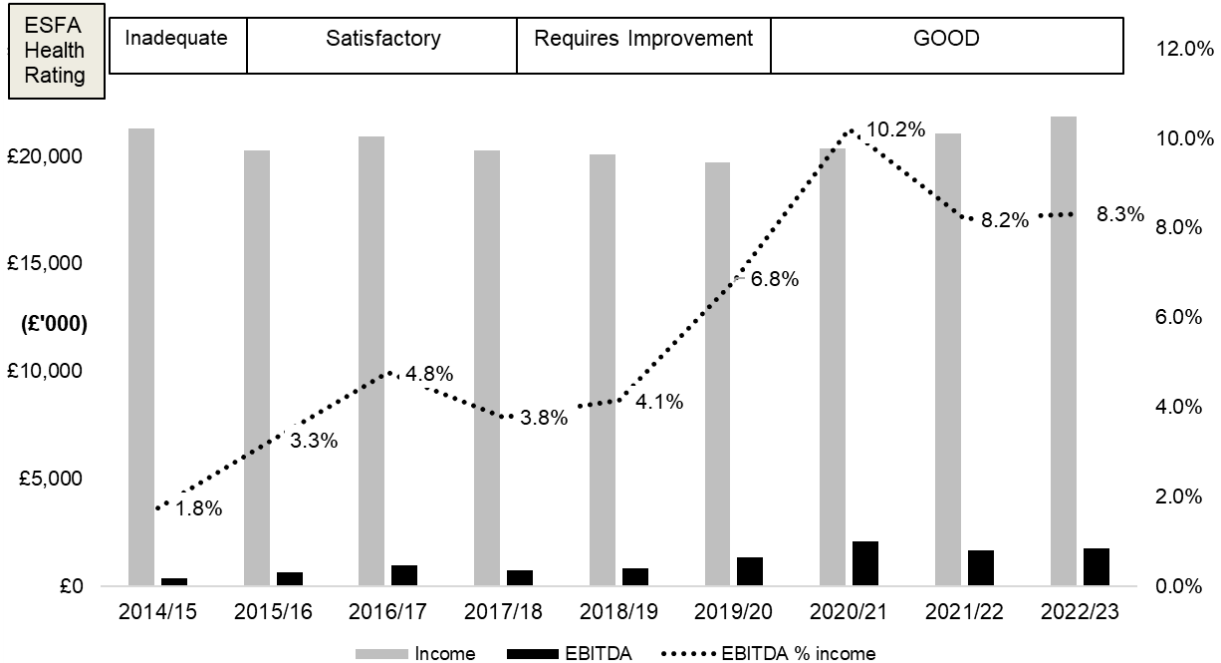
In June 2020 the College adopted a strategic plan for the period 1 August 2020 to 31 July 2023. This strategic plan includes property and financial plans against which the Corporation monitors the performance of the College. The College's key priorities are:

- High-quality outcomes
- High-quality learning
- Sustainability and growth

Strategic Report (continued)

Financial Context

Income v EBITDA 2015-2023



Over the last 8 years the College has been successful in implementing a strong financial control environment which has allowed it to stabilise and manage its finances. Having implemented a Recovery Plan in 2014/15, the College has since improved its ESFA financial health rating and is now in its third year of “Good” financial health.

Improving demographics and a reputation for quality saw an increase of over 200 (8%) 16-19 learners in 2019/20 raising expectations of further financial recovery for the College and achievement of an ESFA health grade of “Good” the following year. The COVID-19 pandemic then led to a national lockdown and closure of all educational settings at the end of March 2020.

Through a combination of proactive cost management, governmental support measures (job retention scheme and funding protection) and a financial support package from both the ESFA and Barclays, the College’s financial outcome and cashflow were largely protected in 2019/20 and 2020/21. Strong cost control and focussed financial management resulted in improved financial results, replenishment of the College’s cash reserves and an ESFA financial health rating of “Good” being achieved in 2020/21.

Since 2021/22, whilst core activities have resumed relative normality Post Covid economic recovery and geopolitical events have combined to create an economic environment with strong inflationary pressures. At the time of writing, Consumer Price Inflation (CPI) in October 2023 is 6.7% having peaked at 11.1% in October 2022. The Bank of England base rate has been increased 14 times and currently stands at 5.25%.

The combination of inflationary pressures, notably in energy, food and fuel costs, and interest rate increases has resulted in a “cost of living crisis”. This comes at a time when the pressures on FE sector staff pay have never been greater. The financial position of the sector and below inflation funding rate increases have prevented meaningful pay awards for a number of years. Staff pay rates have consequently lagged well behind inflation thereby falling in real terms. Low pay rates have compounded the impact of a high inflationary economy and are adversely impacting on staff morale and retention and are continuing to make staff recruitment a significant challenge.

Strategic Report (continued)

The Institute for Fiscal Studies' (IFS) recent report entitled "What has happened to college teacher pay in England" has recently quantified the gap between college and schoolteachers' pay at £7,000 or 21%, the largest gap since 2010/11, and concludes that "the immediate future for the college workforce appears gloomy".

To mitigate the significant inflationary pressures, the College has actively managed its operating expenditure cost base and staff pay. In the absence of meaningful funding rate increases efficiencies continue to be made in operating costs and the College is constantly balancing the affordability of pay awards with the impact on staff morale, retention and recruitment.

Against this backdrop the College has nevertheless maintained its "Good" ESFA financial health rating in 2022/23. 16-19 student numbers have grown steadily, however, certain areas of delivery remain challenging, notably adult and apprenticeship provision, where overall activity remains at subdued levels.

Strategic Aims

The strategic aims of the College's 2022/23 Financial Plan are as follows:

- To support the College's Strategic Plan, with focus on the road map objectives of quality, staff expertise and well-being and financial strength.
- Maintain the confidence of our key external stakeholders, notably the ESFA and Barclays Bank, by setting a realistic, transparent and achievable budget.
- Deliver Earnings before Interest, Taxation, Depreciation and Amortisation (EBITDA) of £1.2m (5.6% income), which would generate sufficient operating cashflow to support the College's debt service requirements and planned level of capital investment.
- Achieve an ESFA financial health rating of "Good", and thereby maintain its financial resilience and continue to make progress towards long term financial sustainability.

Whilst not specifically included within the plan, the College would continue to consider further opportunities that may arise to secure its long-term sustainability, including curriculum restructuring, merger and land redevelopment.

Each key priority has a number of targets detailing how each priority will be achieved. College departmental objectives have been linked directly with the achievement of the overall College objectives.

Strategic Report (continued)

The College's key financial sustainability and growth objectives for 2022/23 and their achievement is set out below.

TARGET	ACHIEVEMENT	ACTUAL
Budget Earnings before interest, tax, depreciation and amortisation (EBITDA) of £1.2m (5.6% of adjusted income)	Achieved	£1.8m (8.3% of adjusted income *)
Financial Health rating of "Good" achieved	Achieved	ESFA health grade of "Good" achieved (230 points)
Bank covenants met in full	No longer applicable	Following the ONS reclassification of colleges in November 2022, the College 's commercial loans were fully refinanced with the DfE on 31 March 2023. The new Facility Agreement no longer includes any loan covenants.
Maintaining the confidence of our key financial stakeholders, the DfE and our bank.	Achieved	Strong, positive relationships maintained.
Sufficient cash generation to service our debt and invest in our facilities and systems.	Achieved	The College's cash position continues to improve, as demonstrated by an increased current asset ratio.

* Adjusted income excludes income from the release of deferred capital grants

Strategic Report (continued)

Financial Summary – excluding pension accounting adjustments

		2022/23 (£'000)	2021/22 (£'000)
Total Income		21,855	21,066
Staff costs	Note 1	(14,019)	(13,032)
% total income		64.1%	61.9%
% adjusted income	Note 3	65.2%	63.0%
Non Staff costs	Note 2	(7,018)	(7,169)
Surplus / (deficit)		818	865
% income		3.7%	4.1%
Add back:			
Depreciation		1,186	1,132
Interest charges	Note 2	151	91
Release of capital grants		(369)	(394)
EBITDA (education specific)		1,787	1,695
% total income		8.2%	8.0%
% adjusted income	Note 3	8.3%	8.2%

Note 1: Excludes FRS102 pension credit £30k (2021/22 charge of £1,024k)

Note 2: Excludes interest on defined pension liability of £128k (2021/22 £227k)

Note 3: Adjusted income excludes income from the release of deferred capital grants

The financial results as presented above reflect the College's management reporting, which is driven by ESFA targets and best practice financial reporting. The main adjustments to the presentation in the Annual Report comprise:

- i) the exclusion of interest and finance charges relating to pension accounting adjustments, and
- ii) the exclusion of income from the release of capital grants.

EBITDA comprises Earnings Before Interest, Tax, Depreciation and Amortisation. It is a key financial metric for the College as it is one of the main criteria used by the ESFA to determine our financial health. The reconciliation between Financial Surplus and EBITDA is set out above.

Interest and other finance costs shown above comprise loan and overdraft interest of £151k (£91k in 2021/22). The Statement of Comprehensive Income also includes Interest on the College's defined pension liability of £30k credit this year (£227k charge in 2021/22).

Strategic Report (continued)

Student numbers

Applications from sixth-form students have been in line with demographic forecasts indicating that the population of 16-year-olds in our key local catchment areas continue to increase. However, application behaviour and conversion to actual enrolments during and since Covid has proved more difficult to predict than pre-Covid experience. Actual enrolments of 16-19 funded students of 2,872 have been in line with our funding allocation (based on 2021/22 student numbers). Our actual student numbers have therefore remained stable in 2022/23.

18 months on from the first Covid lockdown College sixth-form activities have resumed relative normality, and the College has not experienced any further disruption to onsite teaching and learning. Legacy issues remain, however, relating to Adult Education, apprenticeships and work experience which continued to dampen the level of delivery and associated funding.

Income

Predominantly as a result of both an increase in the core funding rate and growth in 16-19 student numbers, total income in 2022/23 has increased by £789k (3.7%) compared to last year. The core 16-19 funding rate was increased in the year by c.8% (e.g. the top band 5 has moved from £4,188 to £4,542) following an increase in the size of study programmes whose hours have increased by c.7%. Actual funded 16-19 student enrolments have grown from 2,824 in 2021/22 to 2,872 in 2022/23, reflecting both the local demographics and also the ongoing reputation of the College.

Whilst activities have resumed normality since the lifting of Covid restrictions, legacy issues have nevertheless impacted other funding and commercial revenue streams, notably adult provision, both funded and paid for by the learner, apprenticeships and the College nursery.

Prior to the pandemic, the College had a strong track record of fully delivering its significant Adult Education Budget (AEB) allocation, which has seen growth in recent years to £1.8m. That actual delivery in 2022/23 has been only 78% of the overall contract can be attributed to the legacy impact of the Covid restrictions and changes in funding methodology. The College will therefore be required to repay AEB funding of over £400k in December 2023.

Following strategic reviews of its apprenticeship provision, the College rationalised its apprenticeship offering with Plumbing, Bricklaying and Early Years, Health and Social Care being discontinued. This was extended to carpentry at the end of 2020/21 and electrical in 2022/23 which are no longer offered. Carpentry and electrical, however, remain on the curriculum through our full-time classroom provision across Levels 1-3. The College has latterly focussed on the more successful areas in terms of quality and financial contribution, being Marine, Hospitality and Business. The pandemic significantly disrupted the apprenticeship market having resulted in apprentices being made redundant or put on breaks in learning and reducing the willingness of employers to take on new apprentices. The uncertainty dampened the market and has restricted the level of provision that College has been able to deliver.

The College runs an onsite nursery, Highwood, for under 2s to pre-school children at the main Brockenhurst campus. Highwood remained open throughout the pandemic, albeit supporting a reduced number of children. In 2021/22, as a result of staff shortages exacerbated by Covid, Highwood was temporarily closed to all but children of key workers and vulnerable children. Staff shortages were ongoing, and staff recruitment continued to prove challenging. To remain compliant with staffing ratios, the Nursery was therefore forced to temporarily close. Following the disruption, a recovery plan was implemented which has progressed well. As at the end of 2022/23 the nursery is now fully staffed and has successfully rebuilt its numbers. The reduction in activity has nevertheless had an adverse impact on full year revenue which saw a reduction compared against the prior year of over £190k.

Strategic Report (continued)

Staff costs

Adjusting for FRS102 pension charges, staff costs increased in the year by £987k (7.6%) principally as a result of increased activity, the required investment in the delivery of larger 16-19 study programmes and staff pay awards made in the year. In line with the financial plan, an all staff pay award of 2% was made in August 2022. The College has been acutely aware of the growing impact of the cost-of-living crisis on its staff throughout 2022/23. Through ongoing operating cost efficiencies, it was able to make an in-year, one-off, discretionary payment to all staff equivalent to 2% of annual pay. The payment was made in April 2023.

At 65.3% of adjusted income, the staff costs ratio, a key sector benchmark, remains in line with sector best practice and reflects staffing efficiencies from increased group sizes.

The tight control of staffing costs is critical to the College managing its full year payroll costs. A major exercise is undertaken at the start of each academic year to align staffing resources with actual enrolments.

Pension costs

Most College staff are members of either the Teachers' Pension Scheme (TPS), or the Local Government Pension Scheme (LGPS) run by Hampshire County Council.

In 2019/20 the Hampshire LGPS classified the College as a "high risk" employer due to our not being a public sector organisation which is guaranteed by the government. As a result, we have been subject to a risk premium whereby our LGPS employer contributions have been significantly increased compared to those of public sector organisations. In 2019/20 our employer contributions (primary contributions) were increased from 18% to 25% and annual deficit reduction payments (secondary contributions) to £220k from April 2022. Together, these represent a contribution level of 30.7%

The next triennial valuation was based on March 2022 and revised contribution rates took effect from April 2023. Our primary employer contribution rate has increased to 27.1%, and secondary contributions reduced marginally to £197k. Together these now represent a contribution level of 32%.

The College's overall Hampshire employer LGPS contributions for 2022/23 were £1.2m. It should be noted that public sector employers in the Hampshire LGPS scheme pay contributions ranging between 14%-20%. Our annual risk premium can therefore be quantified at £400k-£450k p.a.

Following the reclassification of FE Colleges as public sector bodies, the Hampshire LGPS have stated that they would be able to re-assess our risk level and potentially reduce the risk premium that we pay. This would require the announcement of clear guidelines by the Government, and could be undertaken immediately, even were it between valuations. The key consideration is the level of any guarantee that the government would explicitly provide. However, following the reclassification of colleges on 29 November 2022 no specific guidance has yet been provided.

Harpur Trustees v Brazel

Following the outcome of a long-running employment tribunal case regarding holiday pay entitlement for part-year staff (Harpur Trustees v Brazel), it has been concluded that all permanent staff are entitled to 5.6 weeks' holiday each year, even if they only work part-year (e.g., term-time only). This is a complicated issue impacting all sectors and employers. To reflect potential claims resulting from this ruling, the College has estimated a potential historical liability of £150k, which has been provided for in the accounts.

Strategic Report (continued)

Operating Expenses

Operating expenses have seen a decrease in the year reflecting continued operating efficiencies offsetting the increase in activity and also the inflationary economic environment. The College has seen inflationary pressures across all operating expenditure areas, most notably energy costs.

The wholesale gas and electricity markets experienced a price shock in 2022 due principally to the war in Ukraine which began on 24 Feb 2022, and continued to impact markets well into 2022/23. The College's utility contracts for electricity and gas had been fixed on low tariffs which expired in December 2022. The College was therefore forced to take out new contracts from 1 January 2023 which would reflect the recent major price increases. Whilst the market had improved since the peak in summer 2022, the College has nevertheless seen a £300k increase in its energy costs in 2022/23.

The College leases a number of its sites, namely the Marchwood Skills Centre, Fusee House (New Milton) and a number of office units at The Basepoint Office complex (Southampton). To reflect the potential liabilities payable at the expiry of the respective leases, the College has increased its existing dilapidations provisions in the year by £241k from £568k to £809k.

The College actively manages the areas of its estate that have asbestos containing materials. This is most prevalent in the roof voids in the Main Block on the Brockenhurst main campus.

EBITDA

The financial metric of Earnings before Interest, Tax, Depreciation and Amortisation (EBITDA) is now fully embedded as a key metric by the College in response to the requirements of its key financial stakeholders, namely the ESFA. Key criteria of the ESFA Financial Health Rating are EBITDA as a percentage of adjusted income and EBITDA as a percentage of borrowings.

At £1.8m EBITDA for the full year, being 8.3% of income, the College has exceeded its planned level of financial operating performance and will achieve an ESFA financial health rating of "Good".

CASH FLOWS, LIQUIDITY AND FINANCING

The overall cash position of the College increased in the year by £2,932k, improving from £3,736k to £6,668k. The improvement principally reflects the operating cashflow inflow in the year of £2,385k and receipts of capital grants (£5,980), offset by payments to acquire fixed assets of £5,051 and debt service of £381k.

Borrowing Arrangements

Following the successful refinancing in February 2020, the College had 2 loans with its lending bank, Barclays, whose original values were £1.7m and £1.4m. The College's indebtedness therefore totalled £2.84m at the end of July 2022. As part of the Facilities Agreement, a further refinancing was scheduled for February 2023.

On 30 November 2022, the Office for National Statistics reclassified all Further Education college corporations as public sector institutions. Colleges were therefore required with immediate effect to meet the requirements of the Managing Public Money (MPM) framework. A notable condition of the MPM framework is the restriction in commercial borrowing. The College was therefore no longer permitted to refinance with its lending bank, Barclays, but ultimately successfully refinanced the entirety of its commercial loans with the DfE on March 31, 2023.

The main conditions of the loans remained unchanged, namely repayment period and frequency of repayments. However, covenant requirements were removed and previously held security over the College's assets was no longer required. It is of note that the new loan facility is subject to an interest rate that is fixed annually on 1 April each year, the current rate being 4.97% from the period 1 April 2023 - 31 March 2024.

Strategic Report (continued)

Developments and capital projects

Tangible fixed asset additions during the year amounted to £5,051k, the majority of which reflects the Post 16 Capacity Fund new build project to create a SEND Independence Hub and Foundation Studies Centre on the Brockenhurst campus.

Post 16 Capacity Fund

This fund is to support expansion (new build) capital for FE Colleges in response to the current and forecast demographic increase in 16-19 learners. The College was successful in its bid to support the construction of a new SEN Independence Hub and Foundation Studies Centre adding 1,200m² of classroom space to the Brockenhurst main campus. The £4.9m project comprises a £4.0m capital grant from the DfE and match funding of £0.9m from Hampshire Council. The match funding provided by Hampshire Local Authority is part of their pilot project to create a number of SEN Hubs to develop independent living skills within colleges throughout Hampshire.

The project achieved practical completion on 31 August 2023 and came into use in time for the start of the 2023/24 academic year.

Strategic Development Fund

The Government White Paper “Skills for Jobs” has the key aim of strengthening links between employers and FE providers. Under the Skills Accelerator initiative it has called for collaborative projects which are employer led (Local Skills Improvement Plans “LSIPs”) and projects led by FE colleges (Strategic Development Funds “SDF”).

The College has therefore partnered with a number of Hampshire Colleges and successfully bid to develop employer engagement initiatives within the SDF envelope. The overall project comprises a number of workstreams including skills straining, regional curriculum mapping and employer led curriculum development. The College has received capital funding of £125k to invest in equipment to support employer led skills in the areas of digital and marine.

Institute of Technology

The College is part of a successful bid to develop an Institute of Technology in collaboration with South Coast based universities, colleges and training providers. Our IoT project is led by Solent University and Fareham College. Our specialism will be the development of Level 3 Marine Engineering and Pre Cadetship courses, to commence in September 2023. As part of the IoT we have been allocated funding of £0.4m which has been invested in specialist equipment related to delivering these courses, being primarily marine engines and lathes.

In response to the move to digital teaching and learning, the College continues to invest in IT infrastructure and resources, notably in the provision of mobile computing devices (laptops, tablets, graphic tablets, microphones, webcams etc). As part of this initiative, the refurbishment of the College’s Learning Resource Centre was undertaken in summer 2023 to provide a Digital Hub for the main campus.

Reserves

The College has net assets of £11.3m (2021/22 - £10.8m), excluding the defined benefit pension obligations relating to the Local Government Pension Scheme (LGPS) which is offered to non-teaching staff. The latest valuation of the College’s LGPS has resulted in a net asset valuation of £1.1m. This compares with a net liability of £3.8m at 31 July 2022. The College has, however, chosen to adopt a prudent position and to not report the asset in the accounts for 2022/23. As this net asset position is only an interim valuation and is unlikely to result in reduced contributions payable to the scheme it has not been deemed prudent to reflect it as an asset as at 31 July 2023.

Strategic Report (continued)

Future Prospects

Financial Plan for 2023/24

The College Governors approved a financial plan in July 2023 which sets objectives for the 2 years to July 2025. In light of the continuing pressures on staff pay and operating expenditure, the College aims to achieve an EBITDA of £1.2m in 2023/24, which would result in an ESFA financial health rating at the top end of "Requires Improvement". The financial budget includes an all staff pay award of 5% to be awarded from August 2023.

Student Growth

16-19 student applications have been broadly similar to the previous year in the lead up to 2023/24, and the College's Curriculum Plan is therefore anticipating that overall 16-19 student numbers will remain stable in 2023/24.

Senior management team

Following a period of sickness absence Polly Perkins resigned her position as Principal and CEO in July 2022.

Dr Kate Webb was appointed by the Board to undertake the role of Interim Principal and CEO until 18 September 2022.

On 19 September 2022 Stephen Wain was appointed as Interim Principal and CEO until the expiry of his appointment on 23 March 2023.

Limor Feingold (Vice Principal, Finance) and Simon Lovegrove (Vice Principal, Curriculum and Quality) undertook the roles of interim Chief Accounting Officer and Interim Principal respectively for the period 24 March to 04 June 2023.

Following an extensive selection process, Helen Odhams was appointed as Principal and CEO and took up the role on 05 June 2023.

Treasury policies and objectives

Treasury management is the management of the College's cash flows and banking transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks. The College treasury management policy is included within its Financial Regulations and has now been amended to comply with the requirements of the Managing Public Money framework.

Reserves

The College has no formal Reserves Policy but recognises the importance of reserves in the financial stability of any organisation and ensures that there are adequate reserves to support the college's core activities. The College's reserves include £nil (2021/22: £nil) held as restricted reserves. As at the balance sheet date the Income and Expenditure reserve stands at positive £5.7m (2021/22: positive £1.3m).

As a result of the interim valuation as at 31 July 2023 being positive, no value has been included for local government defined benefit pension obligations. This compares with a liability of £3.8m included as at 31 July 2022. Total reserves also include a revaluation reserve of £5.6m (2021/22: £5.8m).

It is the corporation's intention to increase reserves over the life of the strategic plan through the generation of annual operating surpluses.

Strategic Report (continued)

Student funding

In 2022/23 the College actually delivered 16-19 provision that would have produced £13.8m in programme funding, compared with actual funding of £13.5m. This shortfall is due to the growth in students in the year for which no in-year funding was available.

The 16-19 base funding rate per full time student has a significant bearing on the financial results of the College. In 2021/22 the funding rate was increased by 4.3%, and in 2022/23 by 8.4% to £4,542. However, the latter had been predicated on a 7.4% increase in delivery hours, resulting effectively in a net funding increase of only 1.0%. It should be noted that every 1% of the funding rate represents £110k annual funding for the College. The Education Select Committee stated in 2019 that colleges were 19.3% underfunded. Following the increases in 2021/22 and 2022/23 colleges therefore remained some 13.7% underfunded, representing annual funding foregone of £1.5m for Brockenhurst College.

Student Achievement

A key quality measure tracked and reported by the College is student achievement. This measure is a combination of both pass rate and retention rate. Achievement rates are compared against similar provider groups and also national educational averages.

- The College's overall achievement rate continues to be in line with the latest national rates.
- A Level pass rates and high-grade achievement rates have decreased back to 2018/19 levels in response to grading boundaries returning to 2018/19 levels.
- Achievement rates on vocational programmes are strong and are above national averages.
- High-grade achievement rates for vocational courses remains consistent at 74.6%.
- The College's provision for students with Special Educational Needs and Disabilities is good and continues to grow.
- High-grade achievement for GCSE English (40%) and GCSE Maths (26%) is significantly (>10% points) above national rates.
- Although there is no current published data for functional skill qualifications, early indications from awarding bodies suggests the College continues to perform strongly.
- Apprenticeship achievement continues to be affected by historical issues caused by the pandemic which has resulted in poor performance in some areas. Nevertheless, the achievement rate has improved by 6.8% points and the College is targeting being back in line with national averages at the end of the next academic year.
- Both student satisfaction and positive destinations remain high.

Curriculum developments

Sixth Form

The College has continued the development of its offer at all levels of learning. A new pre-cadetship programme provides learners with the foundation required for direct entry onto the Level 3 Pre-cadetship course. This in turn may lead to a career in the Merchant Navy or an apprenticeship in Marine Engineering or Marine Manufacturing, a priority skills area for the region.

Adult

The College offers a very wide range of programmes for adults, particularly programmes for the unemployed through the College's Quickstart provision at its offices in Basepoint, Southampton. This is an outstanding provision with high volume and high quality. In 2022/23 the College introduced new professional qualifications in the priority area of accountancy.

Strategic Report (continued)

Apprenticeships

2022/23 continued to be a challenging period for the College's apprenticeship provision as a result of legacy issues still affecting overall achievement rates. With the aim of improving quality and sustainability, the range of provision has continued to focus on marine engineering, business and hospitality which reflects the local skills needs.

SEN

The College delivers a large high needs learner programme and has increased its intake of learners with Education Health and Care Plans. In 2022/23 the College supported in excess of 190 High Needs learners. Funding is obtained through both a central contract with the ESFA, and the learner's Local Authority.

Higher Education

The College has a small HE provision focussing on Early Childhood and Health to supplement existing teacher training provision.

International

The College has continued to develop its international work and recruited in excess of 120 fee-paying international students in 2022/23. International students provide a very welcome cultural enrichment to the College's student body and are typically well represented on the Students' Union. The College also continues to provide training and quality assurance services to a partner school in Zhuhai, Southern China, which is in its 9th year. We have also recently secured a similar partnership with a school in Guangzhou, mainland China, to support the development of their A level offer.

The College remains a Confucius Classroom, a prestigious programme which supports schools and colleges in strengthening their Chinese language and cultural programme.

Strategic Report (continued)

Principal Risks and Uncertainties:

The College has undertaken further work during the year to develop and embed the system of internal control, including financial, operational and risk management which is designed to protect the College's assets and reputation. Based on the strategic plan, the Senior Management Team (SMT) undertakes a comprehensive review of the risks to which the College is exposed. They identify systems and procedures, including specific preventable actions which should mitigate any potential impact on the College. The internal controls are then implemented, and the subsequent year's appraisal will review their effectiveness and progress against risk mitigation actions.

In addition to the annual review, the SMT will also consider any risks which may arise as a result of a new area of work being undertaken by the College. During each year members of the SMT will review the risk register on a regular basis and update the register when necessary.

A risk register is maintained at the College level which is reviewed termly by 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 risk management process is supported by risk management training to raise awareness of risk throughout the College.

Outlined below is a description of the principal risks as identified by the SMT that may affect the College. Not all the factors are within the College's control. Other factors besides those listed below may also adversely affect the College.

At the time of this Annual Report, the College's principal specific risks comprise the impact of the ongoing pressures staff pay, notably on retention and recruitment, and the impact of the Level 3 reforms whereby the introduction of T Levels will lead to the defunding of existing qualifications:

Risk	Mitigation
Failure to attract quality staff due to uncompetitive and inadequate pay rates. Failure to manage the operational impact of staff leaving the College in search of better paid employment.	Benchmarking with other Colleges. Offering market adjusted pay rates. Highlighting positive working conditions and strong employee benefits (pension, holiday). Providing a work environment which supports, develops and makes staff feel valued. Awarding staff pay increases subject to affordability. Review of payscales.
Failure to manage the operational and financial impact of the introduction of T Levels and the potential defunding of existing Level 3 qualifications (e.g. BTECs).	The Government has completed a review of Level 3 BTECs and other applied general qualifications in England. The main proposal is to introduce a twin-track system of T levels and A levels at Level 3 where most young people pursue one of these qualifications at the age of 16. As a result, funding for many BTEC qualifications will start to be removed, albeit not until 2024. The DfE recently announced that the proportion of qualifications likely to be defunded would be less than half of current provision. The College is actively reviewing the impact on its existing provision and has agreed at SMT a strategic approach to addressing the resulting changes to funding when more certainty emerges.

Strategic Report (continued)

RISK		MITIGATION
1	Failure to address structural deficit	<ul style="list-style-type: none"> • Learnings from College restructuring implemented during 2014/15 which have been embedded and further developed in existing and future Plans. • Termly Resources Committee meetings to review and monitor financial health of the College • Responsive cost plan in place to react to changes in income • Effective, regular management accounts to monitor actual v budget results • Devolution of budgetary responsibility to Heads of Curriculum and departmental managers
2	Failure to ensure financial information, business planning and controls are sufficiently robust to allow Governors and SMT to make informed decisions	<ul style="list-style-type: none"> • Financial reporting systems and controls strengthened and improved since implementation of Recovery Plan • Termly Resources Committee meetings to monitor implementation of new College financial systems • Audit committee to review Internal Auditors reporting of financial systems and controls • Audit Committee to review Senior Management and Auditors reporting of WESS performance against financial information, systems and control KPIs
3	Failure to meet College income targets for new markets and products	<ul style="list-style-type: none"> • Developing and reviewing Commercial Strategy • Developing and reviewing International Strategy • Developing and reviewing Local Community Strategy • Developing Commercial expertise • Developing robust business cases for new ventures including financial analysis
4	Failure to develop existing markets, specifically 19+ Apprenticeships and Tuition Fees	<ul style="list-style-type: none"> • Developing and reviewing 16-19 Strategy as part of Commercial Strategy • Developing and reviewing International Strategy • Developing pre-Apprenticeship and Apprenticeship programs • Developing and reviewing plans to maximise income from all existing markets • Put in place robust business planning and actual monitoring of tuition fee income
5	Failure to forecast and deliver learner number targets	<ul style="list-style-type: none"> • Maintain robust procedure for student recruitment with student numbers targets • Efficient admissions system modelled with curriculum mix of F/T to P/T students • Ensure start of year process operates as smoothly as possible • Maintain robust student record system • Increase liaison with schools • Developing a compelling argument for students to come to Brock • Distribution of quality prospectus • Regular ILR reporting • Monitoring class sizes • Regular student application reports and forecasts • Development of Property Strategy • Implementation of 'keeping warm' strategy post interview • Extension of schools liaison activity supported by new legislation to require schools to allow access for colleges

Strategic Report (continued)

	RISK	MITIGATION
6	Failure to deliver plan to mitigate Public Funding reductions	<ul style="list-style-type: none"> • Development of new Income Streams and Full Cost Income streams • Development of Fund-Raising Strategy • Rigorous budget setting • Financial forecast sensitivity analysis • Timely Management Accounts including prompt key performance indicators • Benchmarking with other Colleges
7	Failure to recruit international students including in-country delivery, changes in visa requirements and to retain highly trusted status with the UK Border Agency	<ul style="list-style-type: none"> • Development of International Strategy including key staff • Lobbying support through AoC and government contacts • Monitoring Financial Forecasts • Utilise expertise consultancy services • Timely Management Accounts including key performance indicators • Audit of International student enrolment and attendance procedures
8	Failure to maintain or improve Success Rates for all groups of learners	<ul style="list-style-type: none"> • Rigorous advice and guidance during enrolment process • Smooth start of the year process • Identification of 'at risk' students within three weeks of start of course • Provision of timely and accurate detailed data to ensure accountability at all levels • Timely monitoring of retention and other key performance indicators by all staff • Use of Insight MIS system by all Curriculum Managers • Monitoring results and achievement through Self-Assessment and action planning at staff and departmental levels • Rigorous Self-Assessment Report (SAR)/Quality Improvement and Development Plan (QIDP) process • Monthly reports reviewed at Senior Leadership Team meeting
9	Failure to avoid a serious breach of health and safety	<ul style="list-style-type: none"> • Health & Safety policy implemented • Health & Safety Audits completed regularly • Central Register for Risk Assessments and monitored by Health & Safety Adviser • Adequate documentation • Security policies • Use of external advisers • Student induction to include departmental H&S procedures • Specialist training
10	Failure to achieve Good or Outstanding OFSTED inspections	<ul style="list-style-type: none"> • Training Sessions held for all staff and Governors to ensure awareness of latest OFSTED framework • Voluntary inclusion in pilot OFSTED inspection to test understanding of latest framework • Working Draft SAR prepared by mid-October • Regular Senior Leadership Team meetings with Heads of Curriculum • Assistant Principal - Quality role as part of Leadership team
11	Failure to recruit quality staff	<ul style="list-style-type: none"> • Recruitment and selection procedures • Pay Policy including regular review of pay rates • Benchmarking with other Colleges • Resource planning • Utilising timely the appropriate recruitment mechanisms e.g. international staff

Strategic Report (continued)

	RISK	MITIGATION
12	Failure to ensure that the start of year process runs efficiently	<ul style="list-style-type: none"> • Produce plan for start of year activities • Ensure relevant systems are up to date • Ensure staff are trained to use relevant systems and processes • Produce timetable for completion of plan and communicate to all staff • Develop process for providing advice and guidance to students impacted by need to pursue alternative options
13	Adverse Impact of any College reorganisation of structure and systems on high quality teaching and learning and support for learners	<ul style="list-style-type: none"> • Continue to give full scrutiny to the implementation of the College QIDP • Ensure full regard is taken with the reorganisation of structure and systems to maintain strong educational provision • Monitor closely quality KPIs • Ensure Governors continue to give full scrutiny to quality improvement • Ensure College maintains Ofsted readiness • Communication
14	Failure to plan and develop existing resources and accommodation through lack of Capital Investment	<ul style="list-style-type: none"> • Updating Property strategy • Resourcing plans linked to curriculum requirements • Rigorous budget setting process • Fundraising strategy developed • SAR process • Engagement with the LEPs • Develop Sustainability strategy
15	Failure to maximise income generated from College activities	<ul style="list-style-type: none"> • Rigorous budget setting • Regular monitoring and corrective action • Regular financial forecasts with sensitivity analysis and contingency planning • Clear ownership of income targets • Robust financial regulations and procedures
16	Failure to deliver efficiency savings	<ul style="list-style-type: none"> • Rigorous budget setting • Identifying key strategies including procurement and shared service activities • Regular review of all departmental costs • Regular monitoring of class sizes • Ensuring monthly management accounts are provided timely and accurately • Regular financial forecasts with sensitivity analysis • Curriculum Planning is undertaken
17	Failure to manage severe business disruption, including fire, severe weather disruption and industrial action over a prolonged period of time	<ul style="list-style-type: none"> • Daily backup of IT systems and College data • Whole College closure plan • Critical Incident Plans including Lockdown procedure • Disaster recovery/emergency plan • "Key staff" cover contingency plans • Staff awareness

Strategic Report (continued)

	RISK	MITIGATION
18	Failure to manage change effectively, including impact of curriculum changes, major systems projects and major capital developments	<ul style="list-style-type: none"> • Develop and implement change activities • Staff awareness and behaviour change activity • Development of Change Management Plan for each key activity • Contingency planning appropriate processes and legislation • Change management consultation and training • Development of Project Management skills
19	Failure to protect against the loss of data and maintain ongoing operations including educational provisional and digital communications as a result of a cybersecurity breach.	<ul style="list-style-type: none"> • Standard cyber-security measures in place. Ongoing review of College measures against best practice. • Adoption of Cyber Essentials certification in collaboration with JISC (provider of internet network and services) • Insurance in place to guard against financial risk.
20	Failure to comply with GDPR legislation and avoid financial and reputational penalties.	<ul style="list-style-type: none"> • GDPR Data Protection roles and responsibilities in place • Internal audit reviews • Staff training.

Payment performance

The College policy is to pay all invoices that have been authorised for payment in line with payment terms. The College incurred no interest charges in respect of late payment for this period.

Equality, Diversity and Inclusion

Brockenhurst College is committed to improving equality, eliminating all forms of discrimination, proactively promoting equality and creating an inclusive environment for all who learn and work in our organisation. This commitment is embedded within the Vision, Core Purpose and Key Priorities of the College.

Brockenhurst College aims to be recognised as a leader of equality, diversity and inclusion in its work and held as an example of good practice. We respect and celebrate the diversity of our provision, students, staff, governors and visitors. As a college we seek to eliminate direct discrimination, indirect discrimination, victimisation and harassment.

The College will fulfil its duties to promote equality of opportunity and avoid discrimination in relation to the Equality Act 2010 and the public sector equality duty it describes. It places the promotion of equality and diversity at the centre of our work, both as a provider of education, training and homestay accommodation, and in our action as an employer.

Brockenhurst College is committed to equality and prides itself on its reputation of inclusion for staff and learners. Brockenhurst College's mission is "to help people make the most of their lives through learning" and as such we aim to ensure that learners, their parents/guardians/carers, staff, visitors, corporation members and suppliers are treated with dignity, respect and equity, regardless of their individual protected characteristics namely age, disability, gender re-assignment, marriage and civil partnerships, pregnancy and maternity, race, religious or belief, sex and sexual orientation.

As a College we aim to create a culture of inclusion and to challenge discrimination in order to remove barriers to ensure everyone achieves their potential, as such we are committed to providing the highest quality education and training for all. The diversity of its membership enriches that learners' experience and creates a welcoming environment for all.

Strategic Report (continued)

We commit to an inclusive educational environment through:

- Acknowledging and celebrating diversity
- Respect for others
- Promotion of British Values
- Compliance with legislation
- Support for learners to develop their full potential
- Actively challenging stereotypes, prejudiced attitudes and discriminatory behaviour
- Zero tolerance of bullying, harassment, victimisation and discrimination
- Support for the college community to develop moral, cultural and self-awareness
- Neutral language concerning protected characteristics
- Accountability of College members for compliance with this policy

Disability statement

The College seeks to achieve the objectives set down in the Equalities Act 2010.

- The College employs an Assistant Principal and Curriculum Managers with responsibility for learners with learning difficulties and disabilities and employs a range of specialist staff to support learners with moderate and severe learning difficulties and/or disabilities (LLDD), who provide information, advice and arrange support where necessary for students with disabilities.
- A range of assistive technology is available in the College and from the College's Additional Learning Support Teams.
- The College has an admissions policy for all students which is available on the College website. Appeals against a decision not to offer a place are dealt by the Assistant Principal for Learners.
- The College has made a significant investment in the appointment of learning support assistants to support students with learning difficulties and/or disabilities. 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.
- The College has a good reputation for providing discrete specialist programmes, details of which can be obtained from the relevant Assistant Principals and Curriculum Managers.
- Counselling and welfare services, along with the College's Complaints and Disciplinary procedures, are described in the student induction pack, which is issued to every student at induction.

Strategic Report (continued)

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.

Number of employees	5.0
FTE Employee number	4.4

Percentage of time	Number of employees
0%	5
1-50%	0
51-99%	0
100%	0

Total cost of facility time	£14,943
Total pay bill	£13,445,866
Percentage of total bill spent on facility time	0.11%
Percentage of trade union activities as % of total paid facility time	0%

Going Concern

The financial position of the College, its cashflow, liquidity and borrowings are presented in the Financial Statements and accompanying notes. Key points to highlight are:

- After adjusting for holiday pay provision of £0.8m, the College currently has net current assets of £3.0m, an improvement of £2.4m over the last 12 months.
- The College's cash position has steadily improved over the last few years and now stands at £6.6m, being an increase of £2.9m in the year.
- Total indebtedness is £2.6m. Following the restrictions on commercial borrowing imposed by the reclassification of college corporations as public sector institutions announced in November 2022, alternative borrowing arrangements were put in place and the entirety of the College's commercial loan facilities was refinanced with the DfE. The loans are amortised over 13 years.
It should be noted that, unlike the agreement with Barclays, the new DfE facility does not require a charge over the College's assets nor compliance with any financial covenants.

Detailed projected cashflow information has been prepared for the period ending 12 months from the date of the approval of these financial statements. Such projections incorporate the latest trading forecasts and the new borrowing arrangements granted by the DfE.

The Corporation has concluded that the College will have sufficient liquidity to meet its payment obligations as they fall due. The financial statements have therefore been prepared on the going concern basis.

Events after the reporting period

None noted.

Strategic Report (continued)

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 order of the members of the Corporation on 05 December 2023 and signed on its behalf by:

A Neill

Chair

Date:

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 01 August 2022 to 31 July 2023 and up to the date of approval of the annual report and financial statements.

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 full accordance with the guidance to colleges from the Association of Colleges in The Code of Good Governance for English Colleges (“the Code”); and

In the opinion of the Governors, the College mainly complies with the provisions of the Code, 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 Code of Good Governance for English Colleges issued by the Association of Colleges in March 2015, which it formally adopted in principle on 2 July 2015. The College is an exempt charity within the meaning of Part 3 of the Charities Act 2011. The Governors, who are also the Trustees for the purposes of the Charities Act 2011, confirm that they have had due regard for the Charity Commission’s guidance on public benefit and that the required statements appear elsewhere in these financial statements.

Statement of Corporate Governance and Internal Control (continued)

The Corporation

The members who served on the Corporation during the year **and up to the date of signature of this report** were as listed in the table below.

Governor	Date of Appointment	Term of office	Date of resignation OR End of term	Status of appointment	Committees served	Attendance in 2022-2023
Mr G Beards	Sept 2014-2018	4 yrs	Term extended (exceptional circumstance) for 1 year - 2023	External	Corporation Chair from 2017 Employment and Personnel Standards and Finance Governance and Search Remuneration	100%
	Sept 2018-2022	4 yrs				100%
	Sept 2022-2023	1 yr				100%
Prof A Neill	Sept 2014-2018	4 yrs	Term extended (exceptional circumstances) 2 years - 2024	External	Standards and Finance (Chair) Remuneration Capital Project Governance and Search	89%
	Sept 2018-2022	4 yrs				100%
	Sept 2022-2024	2 yrs				80%
Mr J Hiley-Jones	July 2015-2019	4 yrs	July 2023 Term extended (exceptional circumstances) 2 years - 2025	External	Governance and Search (Chair) Standards and Finance Remuneration	100%
	July 2019-2023	4 yrs				89%
	July 2023-2025	2 yrs				100%
Mrs D Hawkins	Dec 2015-2019	4 yrs	Dec 2023	External	Audit Employment and Personnel	75%
	Dec 2019-2023	4 yrs				66%
Ms M Trinh	March 2017-2021	4 yrs	Resigned Nov 2022	External	n/a	n/a
	March 2021-2025	4 yrs				

Statement of Corporate Governance and Internal Control (continued)

Governor	Date of Appointment	Term of office	Date of resignation OR End of term	Status of appointment	Committee served	Attendance in 2022-2023
Mr G Cooper	March 2018-2022	4 yrs	March 2026	External	Employment & Personnel	100%
	March 2022-2026	4 yrs			Audit Remuneration	75% 100%
Mr I Fry	March 2018-2022	4 yrs	March 2026	External	Audit (Chair)	50%
	March 2022-2026	4 yrs				
Ms H Coast	Dec 2018-2022	4 yrs	End of term Dec 2022	Staff (Teaching)	Employment & Personnel	0%
Mr L Feingold	Ex-officio Appointed March 2023-June 2023		Interim	Interim Principal	Employment & Personnel Standards & Finance	100% 100%
Dr K Webb	Ex-officio Appointed April 2022 – Sept 2022		Interim until September 2022	Interim Principal	n/a	n/a
Mr S Wain	Ex-officio Appointed Sept 2022 – March 2023		Interim	Interim Principal	Employment & Personnel Standards & Finance Governance & Search Capital Project	100% 83% 75% 66%
Mr S Williams	March 2022-March 2026	4 yrs	March 2026	External	Audit Employment & Personnel	100% 0%
Mr R Dunford	Dec 2021 – Dec 2025	4 yrs	Dec 2025	External	Standards & Finance Capital Project	89% 100%
Ms X Li-Bloodworth	July 2021-July 2025	4 yrs	July 2025	Staff (Professional services)	Employment & Personnel Standards & Finance	100% 100%
Ms V Essex	Dec 2022 – Dec 2026	4 yrs	Dec 2026	External	Standards & Finance	50%
Ms H Odhams	Ex-officio Appointed June 2023			Principal	Standards & Finance Governance & Search Capital Project	100% 100% 100%

Statement of Corporate Governance and Internal Control (continued)

Governor	Date of Appointment	Term of office	Date of resignation OR End of term	Status of appointment	Committee served	Attendance in 2022-2023
Ms C Cooke	Dec 2020-Dec 2024	4 yrs	Dec 2024	External	Audit Governance & Search Remuneration	75% 60% 100%
Ms L Bell	Dec 2022-Dec 2026	4 yrs	Dec 2026	Staff (Teaching)	n/a	n/a
Mr J Ede	March 2023-March 2027	4 yrs	March 2027	External	Standards & Finance	100%
Ms J Jenkin	March 2023-March 2027	4 yrs	March 2027	External	Employment & Personnel	0%
Miss N Brzeszcz	July 2022-July 2023	1 yr	End of term July 2023	Student Governor	Standards and Finance	0%
Miss O Minnock	July 2022-July 2023	1 yr	End of term July 2023	Student Governor	Standards and Finance	0%

Statement of Corporate Governance and Internal Control (continued)

The following training was attended by the College's Governors and Clerk to the Corporation during 2022/23:

Date	Type of Training	Topics
GOVERNOR TRAINING		
September 2022	Annual update (DfE)	Statutory Safeguarding guidance – 'Keeping Children Safe in Education' reading material issued by the DfE.
November 2022 and May 2023	Induction for new Governors (Clerk)	Role and Responsibilities of Governors
Mandatory Online Training To be completed every 2 years – ongoing as and when required	Operational Update (HR)	Safeguarding Prevent GDPR Equality and Diversity
November 2022 AoC Birmingham	Student Governor Training - Festival of Governance (AoC)	Develop leadership abilities Attend workshops that will focus on key skills and practical knowledge for governance.
January 2023	Induction Training (ETF)	AoC
24 May 2023	Operational Update (SMT)	Prevent Safeguarding Health and Safety Risk Management
24 April 2023	Operational Update (SMT)	Funding and Finance Masterclass
4 May 2023	Informal Development	Open Event including briefing with student ambassadors
6 June 2023	Strategic Development (SMT)	OFSTED New Common Inspection Framework
15 June 2023	Informal Development	Stewardship Day Lunch – meeting staff from around the College
21 June 2023	Risk Management (External – RSM Risk Management)	Focussed on right risks Independent Risk Management company
26 June 2023	Legal update (Eversheds)	Legal framework Governor duties Core functions ONS reclassification
CLERK TRAINING		
9 December 2022	Solent Govs Collab Meeting	
21 March 2023	ETF Course SW Governance conference - Governance	
29 March 2023	AoC SE Governance Professionals session	
30 March 2023	AoC SE Governance Professionals session	
7 June 2023	AoC Governance Professionals Course	
26 June 2023	Eversheds Legal Update course	
All Year	Eversheds guidance as required	
All Year	Clerks JISC interaction and sector guidance	

Statement of Corporate Governance and Internal Control (continued)

Mrs L Payne acts as Clerk to the Corporation

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

The Corporation 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 Corporation meets each term.

The Corporation conducts its business through a number of committees. Each committee has terms of reference, which have been approved by the Corporation. These committees are Standards and Finance, Capital project, Remuneration, Governance and Search, Employment and Personnel and Audit. Full minutes of all meetings, except those deemed to be confidential by the Corporation, are available from the Clerk to the Corporation at:

Brockenhurst College, Lyndhurst Road, Brockenhurst, Hampshire, SO42 7ZE.

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

Subject to the procedure determined by the Corporation 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 Corporation, 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 Corporation 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 Corporation has a strong and independent non-executive element, and no individual or group dominates its decision-making process. The Corporation 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 judgement.

There is a clear division of responsibility in that the roles of the Chairman and Accounting Officer are separate.

Appointments to the Corporation

Any new member appointments to the Corporation are a matter for the consideration of the Corporation as a whole. The Corporation has a Governance and Search committee, consisting of five members of the Corporation, which is responsible for the selection and nomination of any new member for the Corporation's consideration. The Corporation is responsible for ensuring that appropriate training is provided as required.

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

The Board appoints for 4 year terms of office, but where the Board feel they have an exceptional governor they may permit more than 2 terms of office.

Corporation performance

The Corporation carried out a self-assessment of its own performance for the year ended 31st July 2023 and graded itself as "Overall grade 2 (Good)" on the Ofsted scale.

Remuneration Committee

Throughout the year ending 31 July 2023 the College's Remuneration Committee comprised five members of the Corporation. The Committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Accounting Officer and other key management personnel.

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

Statement of Corporate Governance and Internal Control (continued)

Audit Committee

The Audit Committee comprises four members of the Corporation (excluding the Accounting Officer and Chair). The Committee operates in accordance with written terms of reference approved by the Corporation.

The Audit Committee meets on a termly basis and provides a forum for reporting by the College's internal, 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 FE 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 Corporation on the appointment of internal auditors, reporting accountants and financial statements auditors and their remuneration for audit and non-audit work as well as reporting annually to the Corporation.

Internal control

Scope of responsibility

The Corporation 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 Corporation has delegated the day-to-day responsibility to the 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 she is personally responsible, in accordance with the responsibilities assigned to her in the Financial Memorandum between Brockenhurst College and the funding bodies. She is also responsible for reporting to the Corporation any material weaknesses or breakdowns in internal control.

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. 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 Brockenhurst College for the year ended 31 July 2023 and up to the date of approval of the annual report and accounts.

Capacity to handle risk

The Corporation 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 Corporation 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 Corporation.

Statement of Corporate Governance and Internal Control (continued)

The risk and control framework

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

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

The 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 Corporation on the recommendation of the Audit Committee. At minimum, annually, the internal audit service provides the governing body with a report on internal audit activity in the College. The report includes an independent opinion on the adequacy and effectiveness of the College's system of risk management, controls and governance processes.

Responsibilities under funding agreements

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.

Review of effectiveness

As Accounting Officer, the Principal has responsibility for reviewing the effectiveness of the system of internal control. Her 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, the reporting accountant for regularity assurance, the appointed funding auditors (for colleges subject to funding audit) in their management letters and other reports.

The Accounting Officer has been advised on the implications of the result of her 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 management team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The senior management team and the Audit Committee also receive regular reports from internal audit and other sources of assurance, which include recommendations for improvement.

Statement of Corporate Governance and Internal Control (continued)

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

Based on the advice of the Audit Committee and the Accounting Officer, the Corporation 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 Corporation on 05 December 2023 and signed on its behalf by:

Signed

Signed

**A Neill
Chair**

**H Odhams
Principal and Chief Accounting Officer**

Statement of Regularity, Propriety and Compliance

As accounting officer, I confirm that the corporation has had due regard to 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 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 corporation, 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 or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the ESFA.

Signed

H Odhams
Principal and Chief Accounting Officer

Date:

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.

Signed

A Neill
Chair of Governors

Date:

Statement of Responsibilities of the Members of the Corporation

The members of the corporation, as charity trustees, are required to present audited financial statements for each financial year.

Within the terms and conditions of the Corporation's grant funding agreements and contracts with ESFA, the Corporation – 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 corporation and its surplus / deficit of income over expenditure for that period.

In preparing the financial statements, the Corporation 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 corporation 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 that the college will continue in operation.

The Corporation is also required to prepare a Members' 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 corporation.

The Corporation 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 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 Corporation 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 corporation 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 ESFA, and any other public funds, are used only in accordance with 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 corporation 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 corporation are responsible for securing economic, efficient and effective management of the corporation'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 Corporation on **05 December 2023** and signed on its behalf by:

Signed:

Alex Neill

Chair

Independent Auditor's report to the Corporation of Brockenhurst College

Opinion

We have audited the financial statements of Brockenhurst College (the 'College') and its subsidiaries (the 'Group') for the year ended 31 July 2023 which comprise the consolidated and college statements of comprehensive income, the consolidated and college balance sheets, the consolidated and college statements of changes in reserves, the consolidated statement of cash flows 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 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).

In our opinion, the financial statements:

- give a true and fair view of the state of the Group's and of the College's affairs as at 31 July 2023 and of the Group's and the College's deficit of income over expenditure for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

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 [group and] 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 governor'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 significant doubt on the Group's and of 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 governors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Strategic Report and Financial Statements other than the financial statements and our auditor's report thereon. The governors are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Office for Students' Accounts Direction

In our opinion, in all material respects:

- funds from whatever source administered by the college for specific purposes have been properly applied to those purposes and managed in accordance with relevant legislation;
- funds provided by the Office for Students, UK Research and Innovation (including Research England), the Education and Skills Funding Agency and Department for Education have been applied in accordance with the relevant terms and conditions; and
- the requirements of the Office for Students' accounts direction for the relevant year's financial statements have been met.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Post-16 Audit Code of Practice 2022 to 2023 issued by the Education and Skills Funding Agency requires us to report to you if, in our opinion:

- adequate accounting records have not been kept;
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations required for our audit.

We have nothing to report in respect of the following matters where the Office for Students' accounts direction requires us to report to you if:

- the College's grant and fee income, as disclosed in the note to the accounts, has been materially misstated.

Responsibilities of the Corporation of Brockenhurst College

As explained more fully in the Statement of the Corporation Responsibilities set out on pages 24 to 32, the Corporation is responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Corporation determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Corporation is responsible for assessing the Group's and 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 Corporation either intend to liquidate the Group or the College or to cease operations, or have 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 auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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.

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the college through discussions with governors and other management, and from our commercial knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the college, including Keeping Children Safe in Education under the Education Act 2002, Ofsted, ESFA and OfS regulatory requirements, data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the college's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

Audit response to risks identified

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- reviewed all transactions listed;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Use of our report

This report is made solely to the Corporation, as a body, in accordance with the Funding Agreement published by the Education and Skills Funding Agency and our engagement letter dated 10 November 2022. Our audit work has been undertaken so that we might state to the Corporation, as a body, those matters we are engaged 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 Corporation, as a body, for our audit work, for this report, or for the opinions we have formed.

Signed:

Alliotts LLP

Chartered Accountants
Friary Court
13-21 High Street
Guildford
Surrey
GU1 3DL

Date

Independent Reporting Accountant's Report on Regularity to the Corporation of Brockenhurst 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 10 November 2022 and further to the requirements and conditions of funding in the 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 Brockenhurst 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 corporation of Brockenhurst College and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the corporation of Brockenhurst 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 corporation of Brockenhurst College and the ESFA for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Brockenhurst College and the reporting accountant

The corporation of Brockenhurst 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, are applied for the purposes intended by Parliament, and the financial transactions conform to the authorities that 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 and propriety.

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 our conclusion included:

- Documenting the framework of authorities which govern the activities of the College;
- Undertaking a risk assessment based on our understanding of the general control environment and any weaknesses in internal controls identified by our audit of the financial statements;
- Reviewing the self-assessment questionnaire which supports the representations included in the Chair of Governors and Accounting Officer's statement on regularity, propriety and compliance with the framework authorities;
- Testing transactions with related parties;
- Confirming through enquiry and sample testing that the College has complied with its procurement policies and that these policies comply with delegated authorities; and
- Reviewing any evidence of impropriety resulting from our work and determining whether it was significant enough to be referred to in our regularity report.

This list is not exhaustive and we perform additional procedures designed to provide us with sufficient appropriate evidence to express a limited assurance conclusion on regularity consistent with the requirements of the Code.

This work was integrated with our audit of the financial statements and evidence was also derived from the conduct of that audit to the extent it supports the regularity conclusion.

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, that the financial transactions do not conform to the authorities which govern them nor have been improper.

Use of our report

This report is made solely to the Corporation and the Secretary of State for Education acting through the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Corporation and the Secretary of State for Education acting through 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 Corporation and the Secretary of State for Education acting through the ESFA, for our audit work, for this report, or for the conclusion we have formed.

Alliotts LLP
Chartered Accountants
Friary Court
13-21 High Street
Guildford
Surrey
GU1 3DL

Date

BROCKENHURST COLLEGE
Consolidated Statement of
Comprehensive Income
For Year Ended 31 July 2023

	Notes	Year ended 31 July 2023	Year ended 31 July 2023	Year ended 31 July 2022
		Group £'000	College £'000	College £'000
INCOME				
Funding body grants	2	17,407	17,407	16,593
Tuition fees and education contracts	3	2,607	2,607	2,576
Other grants and contracts	4	103	103	71
Other income	5	1,738	1,706	1,826
Total income		21,855	21,823	21,066
EXPENDITURE				
Staff costs	6	13,989	13,974	14,056
Other operating expenses	8	5,680	5,628	5,946
Depreciation	11	1,186	1,186	1,132
Interest and other finance costs	10	266	279	318
Total expenditure		21,122	21,067	21,452
Surplus before other gains and losses		733	756	(386)
Loss on disposal of assets		-	-	-
Deficit before tax		733	756	(386)
Taxation		-	-	-
Surplus/(Deficit) for the year		733	756	(386)
Actuarial gain/(loss) in respect of pensions schemes	22	3,880	3,873	11,419
Total Comprehensive Income for the year		4,613	4,629	11,033
Represented by:				
Unrestricted comprehensive income		733	756	(386)
Restricted comprehensive income		3,880	3,873	11,419
		4,613	4,629	11,033
Surplus for the year attributable to:				
Group		4,613	4,629	11,033
Total Comprehensive Income for the year attributable to:				
Group		4,613	4,629	11,033

BROCKENHURST COLLEGE

Consolidated and College Statement of Changes in Reserves

	Income and Expenditure account	Revaluation Reserve	Total excluding non- controlling interest
	£'000	£'000	£'000
Group			
Balance at 1st August 2021	(9,916)	5,902	(4,014)
Deficit from the income and expenditure account	(386)	-	(386)
Other comprehensive income	11,419	-	11,419
Transfers between revaluation and income and expenditure reserves	151	(151)	-
Total comprehensive income for the year	<u>11,184</u>	<u>(151)</u>	<u>11,033</u>
Balance at 31st July 2022	1,268	5,751	7,019
Brought forward balance from subsidiary undertaking	(48)	-	(48)
Surplus from the income and expenditure account	733	-	733
Other comprehensive income	3,880	-	3,880
Transfers between revaluation and income and expenditure reserves	151	(151)	-
Total comprehensive income for the year	<u>4,764</u>	<u>(151)</u>	<u>4,613</u>
Balance at 31st July 2023	<u>5,984</u>	<u>5,600</u>	<u>11,584</u>
College			
Balance at 1st August 2021	(9,916)	5,902	(4,014)
Deficit from the income and expenditure account	(386)	-	(386)
Other comprehensive income	11,419	-	11,419
Transfers between revaluation and income and expenditure reserves	151	(151)	-
Total comprehensive income for the year	<u>11,184</u>	<u>(151)</u>	<u>11,033</u>
Balance at 31st July 2022	1,268	5,751	7,019
Surplus from the income and expenditure account	756	-	756
Other comprehensive income	3,873	-	3,873
Transfers between revaluation and income and expenditure reserves	151	(151)	-
Total comprehensive income for the year	<u>4,780</u>	<u>(151)</u>	<u>4,629</u>
Balance at 31st July 2023	<u>6,048</u>	<u>5,600</u>	<u>11,648</u>

BROCKENHURST COLLEGE

Balance Sheet as at 31 July 2023

	Notes	Group	College	College
		2023 £'000	2023 £'000	2022 £'000
Fixed assets				
Tangible fixed assets	11	26,647	26,647	22,235
		26,647	26,647	22,235
Current assets				
Stocks		35	35	40
Trade and other receivables	12	832	872	724
Cash and cash equivalents	17	6,668	6,649	3,736
		7,534	7,556	4,500
Less: Creditors – amounts falling due within one year	13	(5,908)	(5,865)	(4,593)
Net current liabilities		1,627	1,691	(93)
Total assets less current liabilities		28,273	28,337	22,142
Less: Creditors – amounts falling due after more than one year	14	(15,640)	(15,640)	(10,535)
Provisions				
Defined benefit obligations	22	-	-	(3,775)
Other provisions	16	(1,049)	(1,049)	(813)
Total net assets / (liabilities)		11,584	11,648	7,019
Unrestricted reserves				
Income and expenditure account		5,984	6,048	1,268
Revaluation reserve		5,600	5,600	5,751
Total unrestricted reserves		11,584	11,648	7,019

The financial statements on pages 41 to 68 were approved and authorised for issue by the Corporation on 05 December 2023 and were signed on its behalf on that date by:

A Neill
Chair

H Odhams
Principal and CEO

BROCKENHURST COLLEGE

Consolidated Statement of Cash Flows

	Notes	2023 £'000	2022 £'000
Cash inflow from operating activities			
Surplus/(Deficit) for the year		733	(386)
Adjustment for non cash items			
Depreciation		1,186	1,132
Releases of government capital grants		(369)	(394)
Decrease/(Increase) in stocks		5	(9)
(Increase)/Decrease in debtors		(108)	586
Increase)/(Decrease) in creditors due within one year		445	(357)
Increase/(decrease) in creditors due after one year		-	-
Increase in provisions		237	293
Pensions costs less contributions payable		(10)	1,024
Adjustment for investing or financing activities			
Interest payable		151	91
FRS 102 pension finance cost		115	227
Loss on sale of fixed assets		-	-
Net cash flow from operating activities		2,385	2,207
Cash flows from investing activities			
Proceeds from sale of fixed assets		-	-
Receipt of government capital grant		5,980	147
Disposal of non-current asset investments		-	-
Withdrawal of deposits		-	-
New deposits		-	-
Payments made to acquire fixed assets		(5,051)	(869)
		929	(722)
Cash flows from financing activities			
Interest paid		(151)	(91)
Interest element of finance lease rental payments		-	-
New loan		-	-
Repayments of amounts borrowed		(230)	(207)
Capital element of finance lease rental payments		-	-
		(381)	(298)
Increase in cash and cash equivalents in the year		2,932	1,187
Cash and cash equivalents at beginning of the year	17	3,736	2,549
Cash and cash equivalents at end of the year	17	6,668	3,736
Increase		2,932	1,187

BROCKENHURST COLLEGE

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.

Basis of Consolidation

The consolidated financial statements include the college and its subsidiary undertaking, Wessex Education Shared Services Limited, using acquisition accounting. Intra-group sales, balances and profits are eliminated fully on consolidation. In accordance with FRS 102, the activities of the student union have not been consolidated because the college does not control those activities.

Going concern

The financial position of the College, its cashflow, liquidity and borrowings are presented in the Financial Statements and accompanying notes.

After adjusting for holiday pay provision, the College currently has net current assets of £2.5m, an improvement of £1.8m over the last 12 months. The College's cash position has steadily improved over the last few years and now stands at £6.7m, being an increase of £2.9m in the year.

Total indebtedness is £2.6m comprising loans with the Department for Education which were refinanced in March 2023 following the restrictions on commercial borrowing imposed by the reclassification of college corporations as public sector institutions announced in November 2022. The loans are amortised over 13 years.

Detailed projected cashflow information has been prepared for the period ending 12 months from the date of the approval of these financial statements. Such projections incorporate the latest trading forecasts and borrowing arrangements granted by the DfE.

Based upon these projections, the Corporation has concluded that it is reasonable to assume that the College will have sufficient liquidity to meet its payment obligations as they fall due. The financial statements have therefore been prepared on the going concern basis.

Notes to the Accounts (continued)

Recognition of Income

Government revenue grants include funding body recurrent grants and other grants are accounted for under the accruals model as permitted by FRS 102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any under- or over-achievement for the Adult Education Budget is adjusted for and reflected in the level of recurrent grant recognised in the income and expenditure account. The final grant income is normally determined with the conclusion of the year-end reconciliation process with the funding body following the year end, and the results of any funding audits. 16-18 learner-responsive funding is not normally subject to reconciliation and is therefore not subject to contract adjustments.

The recurrent grant from the OfS represents the funding allocations attributable to the current financial year and is credited direct to the Statement of Comprehensive Income.

Grants (including research 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.

Fees 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.

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 (TPS)

The TPS is an unfunded scheme. Contributions to the TPS are calculated so as to spread the cost of pensions over employees' working lives with the 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 the College is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. 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.

Hampshire Local Government Pension Scheme (LGPS)

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

Notes to the Accounts (continued)

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 other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised 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.

Enhanced Pensions

The actual cost of any enhanced ongoing pension to a former member of staff is paid by the college annually. An estimate of the expected future cost of any enhancement to the ongoing pension of a former member of staff is charged in full to the College's income in the year that the member of staff retires. In subsequent years a charge is made to provisions in the balance sheet using the enhanced pension spreadsheet provided by the funding bodies.

Tangible Fixed Assets

Land and Buildings

Land and buildings inherited from the Local Education Authority and buildings constructed since incorporation are stated in the balance sheet at deemed cost less accumulated depreciation and accumulated impairment losses. The associated credit is included in the revaluation reserve. The difference between depreciation charged on the historic cost of assets and the actual charge for the year calculated on the revalued amount is released to the income and expenditure account reserve on an annual basis. Freehold land is not depreciated. Freehold buildings are depreciated over the expected useful economic life to the College of between 15 and 50 years. The College has a policy of depreciating major adaptations to buildings over the period of their useful economic life. Leasehold land and buildings are amortised over the period of the lease.

Where land and buildings are acquired with the aid of specific grants, they are capitalised and depreciated as above. The related grants are credited to a deferred capital grant account, and are released to the income and expenditure account over the expected useful economic life of the related asset on a basis consistent with the depreciation policy.

Finance costs which are directly attributable to the construction of land and buildings, are not capitalised as part of the cost of those assets.

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

Notes to the Accounts (continued)

Subsequent expenditure on existing fixed assets

Where significant expenditure is incurred on tangible fixed assets it is charged to the income and expenditure account in the period it is incurred, unless it meets one of the following criteria, in which case it is capitalised and depreciated on the relevant basis:

- Market value of the fixed asset has subsequently improved
- Asset capacity increases
- Substantial improvement in the quality of output or reduction in operating costs
- Significant extension of the asset's life beyond that conferred by repairs and maintenance

Equipment

Equipment costing less than £500 per individual item except computer PCs and laptops are written off to the income and expenditure account in the period of acquisition. All other equipment is capitalised at cost. Equipment inherited from the Local Education Authority is included in the balance sheet at valuation.

Inherited equipment has been depreciated on a straight-line basis over its remaining useful economic life to the College of between three and eight years from incorporation and is now fully depreciated. All other equipment is depreciated on a straight-line basis over its useful economic life as follows:

- Motor vehicles 5 years
- Equipment 8 years
- Computer equipment 4 years

Where equipment is acquired with the aid of specific grants, it is capitalised and depreciated in accordance with the above policy, with the related grant being credited to a deferred governmental capital grant account within creditors and released to the income and expenditure account over the expected useful economic life of the related equipment.

Leased Assets

Costs in respect of operating leases are charged on a straight-line basis over the lease term to the Statement of Comprehensive Income and Expenditure. All leases inherited from the Local Education Authority have been treated as operating leases to be consistent with their policy before transfer to the College.

Leasing agreements which transfer to the College substantially all the benefits and risks of ownership of an asset are treated as if the asset had been purchased outright and are capitalised at their fair value at the inception of the lease and depreciated over the shorter of the lease term or the useful economic lives of equivalently owned assets. The capital element outstanding is shown as obligations under finance leases.

The finance charges are allocated over the period of the lease in proportion to the capital element outstanding. Where finance lease payments are funded in full from funding council capital equipment grants, the associated assets are designated as grant funded assets.

Notes to the Accounts (continued)

Stocks

Stocks are stated at the lower of their cost and net realisable value. Where necessary, provision is made for obsolete, slow-moving and defective stocks.

Foreign Currency Translation

Transactions denominated in foreign currencies are recorded using the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rates of exchange ruling at the end of the financial period with all resulting exchange differences being taken to the income and expenditure account in the period in which they arise.

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 Chapter 3 Part 11 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 to exclusively charitable purposes.

The College is partially exempt in respect of Value Added Tax, so that it can only recover a minor element of VAT charged on its inputs. Irrecoverable VAT on inputs is included in the costs of such inputs and added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature. Non-pay expenditure is therefore shown inclusive of VAT with any partial recovery netted off against these figures.

Liquid Resources

Liquid resources include sums on short term deposits with recognised banks.

Provisions

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.

Agency Arrangements

The College acts as an agent in the collection and payment of Discretionary Support Funds. Related payments received from the funding bodies and subsequent disbursements to students are excluded from the income and expenditure of the College, except for the 5% of the grant received which is available to the College to cover administration costs relating to the grant. The college employs one member of staff dedicated to the administration of Learner Support Fund applications and payments.

Notes to the Accounts (continued)

Judgements in Applying Accounting Policies and Key Sources of Estimation Uncertainty

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

- Determine whether leases entered into by the 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 group's tangible assets, including goodwill. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Other key sources of estimation uncertainty

- *Tangible fixed assets*

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

- *Local Government Pension Scheme*

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions.

The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in Note 22, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 July 2022. 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.

- *Provisions*

The accounts reflect an increase in the provision for the costs estimated in respect of dilapidations for leasehold property. Provisions have also been made in respect of part-year workers potential paid holiday claims and past years VAT liabilities relating to restaurant sales. Details are shown in note 16 below.

Notes to the Accounts (continued)

2. Funding body grants

	Group 2023 £'000	College 2023 £'000	College 2022 £'000
Recurrent grants			
Education and Skills Funding Agency - Adult	1,225	1,225	1,058
Education and Skills Funding Agency - 16-18	14,746	14,746	13,835
Education and Skills Funding Agency - Apprenticeships	184	184	249
Office for Students	17	17	12
Specific Grants			
16-19 Tuition Fund	100	100	166
Covid Testing	-	-	17
ESFA - Adult	291	291	291
ESFA - 16-18	-	-	165
ESFA - provider relief scheme	-	-	-
Teacher Pension Scheme contribution grant	475	475	406
Releases of government capital grants	369	369	394
Total	17,407	17,407	16,593

3. Tuition fees and education contracts

	Group 2023 £'000	College 2023 £'000	College 2022 £'000
Adult education fees	431	431	418
Apprenticeship fees and contracts	88	88	170
Fees for FE loan supported courses	75	75	99
Fees for HE loan supported courses	173	173	195
International students fees	1,186	1,186	1,042
Total tuition fees	1,953	1,953	1,925
Education contracts	654	654	651
Total	2,607	2,607	2,576

Notes to the Accounts (continued)

3a. Total grant and fee income

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Grant income from the OfS	17	17	12
Grant income from other bodies	17,389	17,389	16,581
Total grants	<u>17,407</u>	<u>17,407</u>	<u>16,593</u>
Fee income for taught awards (exclusive of VAT)	173	173	195
Fee income for research awards (exclusive of VAT)	-	-	-
Fee income from non-qualifying courses (exclusive of VAT)	2,434	2,434	2,381
Total tuition fees and education contracts	<u>2,607</u>	<u>2,607</u>	<u>2,576</u>
Total grant and fee income	<u><u>20,014</u></u>	<u><u>20,014</u></u>	<u><u>19,169</u></u>

4 Other grants and contracts

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Erasmus	-	-	-
UK-based charities	-	-	-
European Commission	-	-	-
Other grant income	103	103	71
Non-government capital grants	-	-	-
Other contract income	-	-	-
Total	<u><u>103</u></u>	<u><u>103</u></u>	<u><u>71</u></u>

Notes to the Accounts (continued)

5 Other income

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Catering and residences	392	392	357
Other income generating activities	400	400	585
Miscellaneous income	946	914	884
Total	1,738	1,706	1,826

6 Staff costs

The average number of persons (including key management personnel) employed by the College during the year was as follows

	Group	College	College
	2023	2023	2022
	No.	No.	No.
	Headcount	Headcount	Headcount
Average staff numbers by major category:			
Teaching staff	211	211	208
Non teaching staff	273	251	264
Total	484	462	472

By full time equivalent staff (FTE)

	FTE	FTE	FTE
Teaching staff	133	133	137
Non teaching staff	183	162	169
Total	316	295	306

Staff costs for the above persons

	2023	2023	2022
	£'000	£'000	£'000
Wages and salaries	10,437	9,876	9,651
Social security costs	948	897	854
Other pension costs (note 22)	2,405	2,351	3,283
Payroll sub total	13,790	13,123	13,787
Contracted out staffing services	189	840	208
	13,979	13,964	13,995
Fundamental restructuring costs - contractual	10	10	60
non contractual	-	-	-
Total Staff Costs	13,989	13,974	14,056

Notes to the Accounts (continued)

7 Staff costs

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 College's Senior Post Holders who comprise the Principal, Vice Principal/Director of Finance and Vice Principal/Curriculum & Quality. During the year, the Board approved that the vacant role of Principal and CEO would be covered through the temporary employment of two Interim Principals and latterly by the College's current Vice Principals. Mrs Helen Odhams was appointed as the permanent Principal and CEO on 5 June 2023.

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

	Group & College 2023 No.	College 2022 No.
The number of key management personnel including the Accounting Officer was:	5	4

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:

	2023 No.	2022 No.	2023 No.	2022 No.
£15,001 to £20,000 p.a.	1	-	-	-
£30,001 to £35,000 p.a.	-	1	-	-
£35,001 to £40,000 p.a.	1	-	-	-
£60,001 to £65,000 p.a.	1	-	1	1
£70,001 to £75,000 p.a.	-	1	-	-
£85,001 to £90,000 p.a.	1	-	-	-
£105,001 to £110,000 p.a.	1	1	-	-
£190,001 to £195,000 p.a.	-	1	-	-
	<u>5</u>	<u>4</u>	<u>1</u>	<u>1</u>

Remuneration falling within the uppermost banding was due to the exceptional circumstances of payment in lieu of notice and holiday pay following the resignation of the Principal and Chief Executive in July 2022.

Key management personnel compensation is made up as follows:

	2023 £'000	2022 £'000
Basic salary	306	255
Enhanced position remuneration	6	10
Sickness payments	-	88
Benefits in kind	2	1
Contractual payments on early termination of contract of employment	-	53
Pension contributions	53	35
Total key management personnel compensation	<u>366</u>	<u>441</u>

Notes to the Accounts (continued)

7 Staff costs (continued)

The above compensation includes amounts paid to the two interim officers and the two College Vice Principals who temporarily filled the roles of Principal and CEO during the year until the permanent appointment of Helen Odhams in June 2023. Compensation for the prior year also includes amounts paid following the resignation of Polly Perkins from the role of Principal and Chief Executive in July 2022. The basic pay and remuneration of those who have held the role of Accounting Officer during the year is as follows:

Basic pay and remuneration for the role is as follows:

	Accounting Officer	Interim Accounting Officer	Interim Accounting Officer	Accounting Officer	
	Jun 23 to Jul 23	Mar 23 to Jun 23	Sep 22 to Mar 23	Aug 22 to Sep 22	
	2023	2023	2023	2023	2022
	£'000	£'000	£'000	£'000	£'000
Basic salary	20	24	62	35	128
Other including benefits in kind	-	0	-	-	0
Sickness payments	-	-	-	-	88
Contractual payments on early termination of contract of employment	-	-	-	-	53
Relocation	-	-	-	-	-
Pension contributions	5	7	-	-	20
	25	31	62	35	289

The governing body has adopted AoC's Senior Staff Remuneration Code in July 2019 and will assess pay in line with its principles.

The remuneration package of Key management staff, including the Principal and Chief Executive, is subject to annual review by the Remuneration Committee of the governing body who use benchmarking information to provide objective guidance. To ensure independence, no staff whose remuneration is subject to review by the Remuneration Committee sits or votes on the Committee.

The Principal and Chief Executive reports to the Chair of Governing Council, who undertakes an annual review of her performance against the college's overall objectives using both qualitative and quantitative measures of performance.

Key management personnel comprise the Principal and Chief Executive, and the Vice Principals. The emoluments of the Principal and Chief Executive comprise a basic salary, employer pension contributions to the Teachers' Pension Scheme and benefits in kind relating to the payment of health insurance premiums. The salary has been set with regard to college sector data, and has been benchmarked to be in line with median quartile salary levels.

The emoluments of the Vice Principals comprise a basic salary, employer pension contributions to the Local Government Pension Scheme and benefits in kind relating to the payment of health insurance premiums. The salary has been assessed with regards to the breadth of responsibilities of the role, annual performance and prevailing commercial rates.

Notes to the Accounts (continued)

7 Staff costs (continued)

Relationship of Principal/Chief Executive pay and remuneration expressed as a multiple

	2023	2022
Principal and CEO's basic salary as a multiple of the median of all staff	4.8	5.4
Principal and CEO's total remuneration as a multiple of the median of all staff	4.7	4.8

The median salary of staff was calculated based on FTE pay for all staff on payroll as at 31 July 2023

The members of the Corporation other than the Accounting Officer and the staff member did not receive any payment from the institution other than the reimbursement of travel and subsistence expenses incurred in the course of their duties.

The college group paid 3 severance payments in the year, disclosed in the following bands:

	2023	2022
£0 to £25,000 p.a.	3	6
£25,001 to £50,000 p.a.	-	-
£50,001 to £100,000 p.a.	-	1
£100,001 to £150,000 p.a.	-	-
£150,000+	-	-

8 Other operating expenses

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Teaching costs	2,051	2,051	1,855
Non teaching costs	1,752	1,699	2,527
Premises costs	1,878	1,878	1,564
Total	<u>5,680</u>	<u>5,628</u>	<u>5,946</u>

Other operating expenses include:

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Auditors' remuneration			
Financial statements audit	41	37	28
Internal audit	4	4	4
Depreciation	1,186	1,186	1,132
Hire of asset under operating leases	<u>183</u>	<u>183</u>	<u>255</u>

Notes to the Accounts (continued)

9 Write off, losses, guarantees, letters of comfort and compensation

The group had debts written off in the year to the value of £12,957 (2022: £24,176)

In the normal course of business, the college provided a letter of comfort to the subsidiary to the value of £47,183 to cover intercompany payments. This was provided to continue financial support to the subsidiary in meeting its working capital requirements.

10 Interest payable – Group and College

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
On bank loans, overdrafts and other loans:	151	151	91
Net interest on defined pension liability (note 22)	115	128	227
Total	266	279	318

11 Tangible fixed assets – Group and College

	Land and buildings		Equipment	Total
	Freehold	Long leasehold		
	£'000	£'000	£'000	£'000
Cost or valuation				
At 1 August 2022	27,701	495	6,472	34,668
Additions	4,647	-	951	5,598
Disposals	-	-	-	-
At 31 July 2023	32,348	495	7,423	40,266
Depreciation				
At 1 August 2022	6,550	375	5,508	12,433
Charge for the year	797	27	363	1,186
Elimination in respect of disposals	-	-	-	-
At 31 July 2023	7,347	401	5,871	13,619
Net book value at 31 July 2023	25,001	94	1,552	26,647
Net book value at 31 July 2022	21,151	120	964	22,235

Notes to the Accounts (continued)

11 Tangible fixed assets (continued)

Land and buildings were re-valued in 2012 at depreciated replacement cost by a firm of independent chartered surveyors. The value of the land included in above is £1,099k. Other tangible fixed assets inherited from the LEA at incorporation have been valued by the College on a depreciated replacement cost basis.

If fixed assets had not been revalued before being deemed as cost on transition, they would have been included at the following historical cost amounts:

	2023
	£'000
Cost	35,836
Aggregate depreciation based on cost	(16,546)
Net book value based on cost	<u>19,290</u>

12 Trade and other receivables:

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Amounts falling due within one year:			
Trade receivables	404	404	325
Amounts due from subsidiary undertakings	0	41	-
Prepayments and accrued income	396	395	369
Amounts owed by the ESFA	32	32	30
Total	<u>832</u>	<u>872</u>	<u>724</u>

13 Creditors: amounts falling due within one year

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Bank loans and overdrafts	207	207	207
Trade payables	892	892	162
Amounts due to subsidiary undertakings	-	-	-
Other taxation and social security	501	487	497
Accruals and deferred income	3,217	3,188	2,643
Deferred income – government capital grants	626	626	351
Amounts owed by the ESFA	464	464	733
Total	<u>5,908</u>	<u>5,865</u>	<u>4,593</u>

14 Creditors: amounts falling due after one year

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
Bank loans	2,404	2,404	2,635
Deferred income – government capital grants	13,236	13,236	7,900
Total	<u>15,640</u>	<u>15,640</u>	<u>10,535</u>

Notes to the Accounts (continued)

15 Maturity of debt

(a) Bank loans and overdrafts

Bank loans and overdrafts are repayable as follows:

	Group	College	College
	2023	2023	2022
	£'000	£'000	£'000
In one year or less	207	207	207
Between one and two years	207	207	207
Between two and five years	621	621	2,428
In five years or more	1,577	1,577	-
Total	2,611	2,611	2,842

Following the reclassification of colleges to the public sector in November 2022, the College successfully completed the scheduled refinancing of the entirety of its existing loans with the Department for Education on March 31, 2023. The new loan currently attracts an annual interest rate of 4.97% and is repayable in quarterly instalments until its maturity in January 2036.

The College no longer has an overdraft facility nor the obligation to secure its borrowings against college property. Previously required banking covenants have also fallen away.

(b) Finance leases

The College does not have any finance lease obligations.

16 Provisions

	Defined benefit Obligations	Enhanced pensions	Other provisions	Total
	£'000	£'000	£'000	£'000
At 31 July 2022	(3,775)	(53)	(760)	(4,588)
Expenditure in the period	(1,184)	6	-	(1,178)
Increase in period	-	-	(252)	(252)
Reductions in period	4,959	-	10	4,969
At 31 July 2023	-	(47)	(1,002)	(1,049)

Notes to the Accounts (continued)

16 Provisions (continued)

Defined benefit obligations relate to the liabilities under the College's membership of the Local Government pension Scheme. Further details are given in Note 22.

The enhanced pension provision relates to the cost of staff who have already left the College's employment and commitments for reorganisation costs from which the College cannot reasonably withdraw at the balance sheet date. This provision has been recalculated in accordance with guidance issued by the funding bodies.

The principal assumptions for this calculation are:

	2023	2022
Price inflation	2.8%	2.9%
Discount rate	5.0%	3.3%

Included in Other Provisions are provision for dilapidations charges for the College's leased properties at Marchwood, New Milton and Southampton. A provision of £568k was set up for this purpose for the Marchwood site in prior years, but an increase of £241k has been provided for this year to both increase the provision for Marchwood and establish new provisions for the New Milton and Southampton sites following surveyor valuations.

A provision of £150k remains in place to reflect the ruling in the Supreme Court in the Harper Trust v Brazel case that part-year workers should not have their paid holiday pro-rated. Finally, a provision of £44k is in place for potential past years' VAT liabilities relating to MJ's restaurant and sales made inclusive of VAT.

17 Cash and cash equivalents

	At 1 August 2022 £'000	Cash flows £'000	Other changes £'000	At 31 July 2023 £'000
Cash and cash equivalents	3,736	2,932	-	6,668
Total	3,736	2,932	-	6,668

18 Capital commitments

	Group & College 2023 £'000	College 2022 £'000
Commitments contracted for at 31 July	144	142

Notes to the Accounts (continued)

19 Lease Obligations

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

	Group & College 2023 £'000	College 2022 £'000
Future minimum lease payments due		
Land and buildings		
Not later than one year	309	311
Later than one year and not later than five years	804	873
later than five years	501	689
	<u>1,614</u>	<u>1,873</u>
Other		
Not later than one year	52	95
Later than one year and not later than five years	-	52
Later than five years	-	-
Total lease payments due	<u>52</u>	<u>147</u>

20 Contingencies

The College has provided a guarantee to the Hampshire County Pension Fund section of the Local Government Pension Scheme, in respect of the past and future liabilities to the Funds for employees who had their employment transferred to Wessex Education Shared Services Limited, a joint venture company of the College, on 1 August 2013. The guarantee will only be triggered in the event that the joint venture company is declared insolvent, or that the joint venture company fails to pay a contribution to the Fund within sixty days of the date it falls due. It is not possible to quantify what the liability would be in this event.

21 Events after the reporting period

There are no events after the reporting period.

Notes to the Accounts (continued)

22 Defined benefit obligations

The College Group's employees belong to three principal post-employment benefit plans: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, this is a multi-employer defined-benefit plan; the Hampshire Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Hymans Robertson and is a multi-employer defined-benefit plan; NEST for non-teaching staff commencing employment with Wessex Education Shared Services Ltd. This is a government-run defined contribution plan. Contributions to defined contribution plans are recognised as an expense in the period in which they are incurred.

Total pension cost for the year - College	2023	2022
	£'000	£'000
Teachers Pension Scheme: contributions paid	1,196	1,133
Local Government Pension Scheme:		
Contributions paid	1,184	1,138
FRS 102 (28) charge	<u>(30)</u>	<u>1,024</u>
Charge to the Statement of Comprehensive Income	1,154	2,162
Enhanced pension charge to Statement of Comprehensive income	<u>0</u>	<u>(11)</u>
Total Pension Cost for Year within staff costs (note 6)	<u>2,351</u>	<u>3,283</u>

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was 31 March 2019 and of the LGPS 31 March 2022.

Contributions amounting to £266,440 (2022: £241,439) were payable to the schemes and are included in creditors.

Total pension cost for the year - Subsidiary	2023	2022
	£'000	£'000
Local Government Pension Scheme:		
Contributions paid	8	15
FRS 102 (28) charge	<u>20</u>	<u>125</u>
Charge to the Statement of Comprehensive Income	28	140
NEST Scheme: Contributions paid	26	35
Enhanced pension charge to Statement of Comprehensive income	<u>-</u>	<u>-</u>
Total Pension Cost for Year within staff costs (note 6)	<u>54</u>	<u>174</u>

Notes to the Accounts (continued)

22 Defined benefit obligations (continued)

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. These regulations apply to teachers in schools, colleges 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.

Valuation of the Teachers' Pension Scheme

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 review of the TPS was carried out as at 31 March 2019. The valuation report was published by the Department for Education (the Department in April 2019). The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £198 billion giving a notional past service deficit of £22 billion.

As a result of the valuation, new employer contribution rates were set at 23.68% of pensionable pay from September 2019 onwards (compared to 16.48% during 2018/9). DfE has agreed to pay a teacher pension employer contribution grant to cover the additional costs during the 2022-23 academic year.

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

The pension costs paid to TPS in the year amounted to £1,196,000 (2022: £1,133,000)

Local Government Pension Scheme

The LGPS is a funded defined-benefit plan, with the assets held in separate funds administered by Hampshire Local Authority. The total contribution made for the year ended 31 July 2023 was £1.426m, of which employer's contributions totalled £1.192m and employees' contributions totalled £0.234m. The agreed contribution rates (%) and deficit payments (£) for current and future years for employers are set out below and for employees are from 5.5% to 12.5%, depending on salary.

2022/2023	25%	plus	£220,000k p.a.
2023/2024	27.1%	plus	£197,000k p.a.

Notes to the Accounts (continued)

22 Defined benefit obligations (continued)

Local Government Pension Scheme (Continued)

Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31 March 2012 updated to 31 July 2023 by a qualified independent actuary.

	2023	2022
Rate of increase in salaries	4.0%	3.6%
Future pensions increases	3.0%	2.6%
Discount rate for scheme liabilities	5.1%	3.4%
Inflation assumption (CPI)	3.0%	2.6%
Commutation of pensions to lump sums	0.0%	0.0%

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

	2023 years	2022 years
<i>Retiring today</i>		
Males	22.1	22.9
Females	24.7	25.4
<i>Retiring in 20 years</i>		
Males	22.6	24.7
Females	25.7	27.1

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

	College Fair Value at 31 July 2023 £'000	College Fair Value at 31 July 2022 £'000	Subsidiary Fair Value at 31 July 2023 £'000	Subsidiary Fair Value at 31 July 2022 £'000
Equities	12,892	12,286	1,768	1,805
Bonds	6,992	3,162	959	464
Property	1,311	1,731	180	254
Multi Asset Credit	-	1,902	-	279
Cash	656	171	90	25
Other	-	2,115	-	311
Total fair value of assets	21,851	21,367	2,996	3,138
Actual return on plan assets	(241)	(690)	(62)	(104)

Notes to the Accounts (continued)

22 Defined benefit obligations (continued)

Local Government Pension Scheme (Continued)

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

	College	College	Subsidiary	Subsidiary
	2023	2022	2023	2022
	£'000	£'000	£'000	£'000
Fair value of plan assets	21,851	21,367	2,996	3,138
Present value of plan liabilities	(21,490)	(25,142)	(2,304)	(2,737)
Net pensions liability (Note 15)	361	(3,775)	692	401

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

	2023	2022	2023	2022
	£'000	£'000	£'000	£'000
Amounts included in staff costs				
Current service cost	1,154	2,156	28	68
Past service cost	-	6	-	-
Total	1,154	2,162	28	68

Amounts included in Interest and Other Finance

Net interest cost (Note 9)	128	227	(13)	12
Total	128	227	(13)	12

Amounts recognised in Other Comprehensive Income

Return on pension plan assets	(979)	(1,058)	(170)	(159)
Experience gains arising on defined benefit obligations	5,213	12,477	468	1,300
Amounts recognised in Other Comprehensive Income	4,234	11,419	298	1,141

Movement in net defined benefit liability during the year

	2023	2022	2023	2022
	£'000	£'000	£'000	£'000
Asset/(Deficit) in scheme at 1 August	(3,775)	(13,943)	401	(675)
Movement in year:				
Current service cost	(1,154)	(2,156)	(28)	(68)
Employer contributions	1,184	1,138	8	15
Past service cost	-	(6)	-	-
Net interest on the defined liability	(128)	(227)	13	(12)
Actuarial gain or loss	4,234	11,419	298	1,141
Curtailments and settlements	-	-	-	-
Net defined asset at 31 July	361	(3,775)	692	401

Notes to the Accounts (continued)

22 Defined benefit obligations (continued)

Local Government Pension Scheme (Continued)

Asset and Liability Reconciliation

	College 2023 £'000	College 2022 £'000	Subsidiary 2023 £'000	Subsidiary 2022 £'000
Changes in the present value of defined benefit obligations				
Defined benefit obligations at start of period	25,142	35,147	2,737	3,945
Current Service cost	1,154	2,156	28	68
Interest cost	866	595	95	67
Contributions by Scheme participants	229	250	5	8
Experience losses on defined benefit obligations	(5,213)	(12,477)	(468)	(1,300)
Estimated benefits paid	(688)	(535)	(93)	(51)
Past Service cost	-	6	-	-
Curtailments and settlements	-	-	-	-
Defined benefit obligations at end of period	21,490	25,142	2,304	2,737
Reconciliation of Assets				
Fair value of plan assets at start of period	21,367	21,204	3,138	3,270
Interest on plan assets	738	368	108	55
Return on plan assets	(979)	(1,058)	(170)	(159)
Employer Contributions	1,184	1,138	8	15
Contributions by Scheme participants	229	250	5	8
Estimated benefits paid	(688)	(535)	(93)	(51)
Assets at end of period	21,851	21,367	2,996	3,138

These accounts show a past service cost of £230 million in respect of the McCloud / Sergeant judgment which ruled that the transitional protection for some members of public service schemes implemented when they were reformed constituted age discrimination. This provision is just under 2% of the total scheme liability as at 31 July 2020. The calculation of adjustment to past service costs, £7 billion, arising from the outcome of the Court of Appeal judgment is based on a number of key assumptions including:

- The form of remedy adopted
- How the remedy will be implemented
- Which members will be affected by the remedy
- The earning assumptions
- The withdrawal assumption

Notes to the Accounts (continued)

22 Defined benefit obligations (continued)

Local Government Pension Scheme (Continued)

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

Actuarial Report

The actuarial report for the local government pension scheme at 31 July 2023 shows an actuarial gain which has resulted in a pension asset at the same date.

We have not recognised the pension asset as a positive position but have instead shown a break-even position as there is insufficient evidence to conclude that the 'asset' may be available to reduce future payments.

As assets should only be recognised to the extent that the college is able to recover the surplus either through reduced contributions in the future or refunds from the plan.

23 Related party transactions

Owing 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.

Wessex Shared Services Limited - a subsidiary of Brockenhurst College

During the year the college had transactions and balances as at 31 July 2023 with its wholly owned subsidiary as follows:

	2023	2022
	£'000	£'000
Sales	19	97
Purchases	652	1,537
Amount owed to subsidiary undertaking	-	-
Amount owed by subsidiary undertaking	47	47

The Shared Services arrangement with Bournemouth and Poole college ceased from 01 August 2022, with Wessex Education Shared Services becoming a wholly owned subsidiary of Brockenhurst College from that date.

Notes to the Accounts (continued)

24 Amounts disbursed as agent

Learner support funds

	2023	2022
	£'000	£'000
Funding body grants – bursary support	597	562
Funding body grants – discretionary learner support	37	36
Funding body grants – residential bursaries	-	-
Other Funding body grants	40	20
Interest earned	-	-
	<u>674</u>	<u>618</u>
Disbursed to students	(498)	(351)
Administration costs	(17)	(16)
Balance unspent as at 31 July, included in creditors	<u><u>158</u></u>	<u><u>251</u></u>

Funding Body grants are available solely for students. In the majority of instances, the College only acts as paying agent. In these circumstances, the grants and related disbursements are therefore excluded from the Statement of Comprehensive Income.