



ST BRENDAN'S
SIXTH FORM COLLEGE



Annual Report & Financial Statements

FOR THE YEAR ENDED 31 JULY 2019

Contents

	Page
Reference and administrative details	2
Strategic Report	3
Statement of Corporate Governance and Internal Control	20
Statement of Regularity, Propriety and Compliance	27
Statement of Responsibilities of the Board of Governors	28
Independent Auditors' Report on the Financial Statements	30
Independent Reporting Accountant's Report on Regularity	33
Statement of Comprehensive Income and Expenditure	35
Statement of Changes in Reserves	36
Balance Sheets	37
Statement of Cash Flows	38
Notes to the Financial Statements I – 25	39

Reference and administrative details

Board of Governors

Professor James Devenney
 Mr Mark Eastaugh
 Mr Nkumbe Ekane QC
 Miss Charlotte Evans
 Sr Margaret Harlock
 Mrs Marie-Claire Harper
 Mrs Beckie Hooper
 Mr Michael Jaffrain
 Mr Paul Kelly
 Mr Micah Larson
 Mr Peter McLean
 Mr Tony McNally
 Mr Nnamdi Onyegu
 Mr Mark O'Sullivan
 Ms Fiza Tanveer
 Mr Iain Turri
 Ms Martina Veale

Clerk to the Board of Governors
 Mr P J Harrison

Senior Management Team

Michael Jaffrain Principal - Principal
 Marian Curran - Vice Principal
 Phillip Berry - Assistant Principal Finance and Resources

Principal and Registered Office Broomhill Road, Brislington, Bristol

Professional advisers

External auditors	Moore, Bath
Internal auditors	Mazars LLP, Bristol
Bankers	Barclays Bank plc, Bristol Allied Irish Bank
Solicitors	Bevan Brittan, Bristol

Strategic report

Objectives and strategies

The Board of Governors present their report together with the financial statements and auditor's report for St Brendan's Sixth Form College for the year ended 31 July 2019.

Legal Status and Governance

In 1992, Parliament passed the Further and Higher Education Act, as a result of which, St Brendan's Sixth Form College, as a former Voluntary-aided sixth form college, was given 'designated' status within the Further Education sector in April 1993. The Board of Governors became incorporated under section 143 of the Learning and Skills Act 2000. Under the 2009 Apprenticeships, Skills, Children and Learning (ASCL) Act, sixth form colleges became a separate legal entity for the first time and thus St Brendan's is now a corporate sixth form college with its 'voluntary aided' nature accepted and maintained. The College is an exempt charity for the purposes of the Charities Act 2011.

As a designated institution, St Brendan's Sixth Form College operates under a Trust Deed established by the Roman Catholic Diocese of Clifton. Under the terms of the Trust, the Trustee (the Bishop) owns, with absolute discretion, the buildings and land curtilage. On 1 April 1993, all other buildings, property and land previously owned by the local education authority were transferred on trust to the Diocese. The deed of transfer was conditional on the land and property being used in the interests of the College. In September 2007, the Diocesan Trustees confirmed their intention that the site should continue to be used for its present purpose and that, subject to this, the College's use of the premises was secure for the next forty years.

The Board of Governors of the College acts for all practical purposes, for and on behalf of the Trustee, but it does not, unlike most other Corporations in the sector, own in itself any of the Trust assets. This ownership lies exclusively with the Trustee of the Diocese.

The Board of Governors has considered the requirements of the F&HE SORP 2015 and does not think it is practicable to attribute a value to this benefit. Therefore, so as not to misrepresent the financial position of the College, both buildings and land held by the Trust on 1 April 1993 and the transferred building and land assets are excluded from the balance sheet. Any additions to the fixed assets since that date are included and have been depreciated according to agreed schedules.

Under the terms of the Act, the Board of Governors retains full responsibility for the maintenance and improvement of all assets and receives funding from the Education and Skills Funding Agency (ESFA) for that purpose under identical terms to other fully incorporated colleges.

Mission Statement

St Brendan's Mission is to serve the Catholic and wider community by providing post-16 education of the highest quality and to act in the spirit of the Gospel believing that every person is loved by God and has a unique value.

St Brendan's Vision is to be a college where each student achieves the best possible results, and

is prepared for their future life, and leaves as a responsible adult.

Implementation of the Strategic Plan

The College's Strategic Plan was adopted by the Board of Governors in July 2018. The targets set against each of the 6 key objectives are reviewed by the Senior Leadership Team on a yearly basis and monitored regularly. The Board of Governors will continue to monitor the performance of the College against the objectives, which are reviewed and updated each year.

The College's strategic objectives are to:

- be an outstanding College that strives for excellence in everything that we do;
- improve the outcomes for all students;
- be an open and inclusive Catholic community;
- ensure the financial viability of the College;
- support outstanding leadership and management at all levels;
- have a positive impact on our wider community.

Resources

Financial

The College has Total Net Assets of £95k (2018: £2,067k) after adjusting for £3,760k (2018: £1,937k) pension liability. Cash and short-term deposit reserves held are £1,825k (2018: £1,854k) and long term debt is £589k (2018: £720k).

People

The College employs 153 people (expressed as a full time equivalent), of whom 91 are teaching staff.

Reputation

The College has a good reputation locally and nationally. Evidence for this is shown by the number of applications received and student recruitment in spite of growing competition and demographic decline. Maintaining quality is essential for the College's success and if it is to attract students and further develop stakeholder relationships.

Stakeholder Relationships

In line with other colleges, St Brendan's Sixth Form College has many stakeholders. These include:

- Governors
- Students
- Staff
- Parents/carers
- Education Sector Funding Bodies
- Roman Catholic Diocese of Clifton
- Post 16 groups and City-wide groups
- Local Universities
- Local employers

- Local authorities
- Government Offices
- The local community
- Other educational institutions (schools & colleges)
- Trade unions
- Professional bodies

Development and performance

Financial Results

The College generated a deficit in the year of £620k after £471k of FRS102 pension charges and before actuarial losses of £1,352k.

The potential impact of the McCloud judgment and GMP Equalisation on year-end accounting figures has been estimated at £162k and this is included within pension costs for the year to 31 July 2019.

Other income in the year was circa £100k below that anticipated as a result of delays to a landfill programme (now hoped to be completed in 2019-2020) and lower fees from international students.

Income from local authorities for Top-up funding for students with Special Educational Needs and Disabilities (SEND) was not forthcoming. The authorities are refusing to recognise the costs associated with delivery and consequently the College has been left to absorb these costs to the detriment of its outturn for the year. The ESFA has been advised of the dispute but the mechanism devised for funding SEND is flawed and there is no provision for independent arbitration.

The College has accumulated reserves of £95k (2018: £2,067k).

Tangible fixed asset additions during the year amounted to £259k comprised mainly of building re-modelling works and computer equipment.

Developments

Estates

Planning permission has been granted, subject to pre-commencement conditions, for the construction of 4 netball/tennis/basketball courts, a changing room facility and an all-weather artificial grass pitch for rugby and football. The latter will greatly add to the availability of pitches to cope with the increased demand for both men's and women's sport. Additionally, existing grass pitches will be re-profiled in order to provide level, safe and well drained pitches. Following approval from the Environment Agency to deposit material work will commence once material is available.

Certain small building projects were completed during the summer to improve capacity for working with Special Educational Needs and Disability (SEND) students, and to enhance student access to careers guidance and Employability Services, and to increase the number of IT suites.

The latter is, in part, in response to the new Applied General courses delivery and assessment needs.

Efficiency improvements

In 2012-13 the average funding the College received per student was £4,993 (including Additional Learning Support) in 2018-19 that has fallen to £4,013 (a reduction of just under 20%). During the same period the cost of employing staff has increased by about 8% taking into account pay awards, and increases in NI and pensions (auto-enrolment has not helped). Over the same period staffing has reduced from 166 (full-time equivalents) to 153 with most of the losses being to support roles and just 2 teachers. Even with the reductions in staff the overall cost of staff over that period has risen by £741k. Non-pay costs have reduced by £113k over the same period. The College has made what efficiency improvements it can without reducing the curriculum.

Student Numbers

Student recruitment in September 2018 was strong as was predicted and progression either into year 2 of a level 3 programme or from level 2 into the first year of a level 3 programme totalled around 900 students. New recruitment in September 2019 was circa 1,170 students making a total on roll as at the end of September 2019 of 1,952 some 120 or 6% higher than last year.

Sources of income

By its nature the College has significant reliance on the education sector funding bodies for its principal funding source. In 2018-19 the Education and Skills Funding Agency provided 94% of the College's total income.

Curriculum Developments

Pasch

The College has become a PASCH 'school' and gratefully received a gift of Ipads from the Goethe-Institut to mark the occasion. In the summer of 2019 9 students took and passed the Goethe-Institut's Goethe-Zertifikat examination. There are huge benefits to our students through the opportunities presented as part of being a Pasch School, in November 2018 2 of our students represented the UK at a youth seminar in Berlin where they spoke about the UK's cultural heritage. During the summer of 2019 2 students won scholarships to a 3 week university summer school in Duderstadt where they participated in lessons and activities. A number of very high quality work experience placements have been arranged for our students in Germany in settings relevant to their employment aspirations including working in a hospital.

Access to Level 3

The Access to Level 3 programme, designed to support students as they acquire skills in maths and English at Level 2 in order to progress to a Level 3 programme, has proved to be very popular with enrolments rising to around 190 in September 2019, some 26% growth on the previous year. This means that more young people have been given a second chance at their chosen route through education and on to employment or higher education.

Safeguarding

Historically, safeguarding concerns have been around mental health and self-harm however, since the start of the 2019-2020 Academic Year there has been an emerging issue of students coming to the College carrying the legacy of past and or ongoing domestic abuse at home. Support is provided via the Safeguarding Team and referrals made to external agencies as appropriate.

Children in Care

At the start of the 2018-2019 Academic Year there were six students with Children In Care (CIC) status. Of these six; four were new to the college, one two were continuing their studies with us. Movement in-year included four withdrawals and two new enrolments. The CIC students come to us from Bristol, South Gloucestershire and Wiltshire. Of the four retained students attendance was between 89.8% and 98%.

Employability

Support for students includes fully-trained advisors who are available to any student from 08:30 to 16:30, Monday to Friday either on a drop-in basis or via an appointment. There is a comprehensive range of resources and events available including online and offline media, HE & Apprenticeship information evenings, workshops such as 'Student Finance', 'Taking a Gap Year', 'Choosing a Course', 'How to apply for an Apprenticeship' etc., visits from Oxbridge, local Universities and two Careers Fairs which provide an opportunity for students to meet with prospective employers.

All Access to Level 3 students attend a one week work experience placement with Health and Social Care students completing a second placement during their year.

All students on Applied General courses at Level 3 will take a placement during their first year. Placements are organised by a Work Experience Co-ordinator.

Links with employers include work experience placements with NHS hospitals, the Ministry of Justice (Legal Aid Services), GKN and Rolls Royce in engineering and other professional faculties.

Future prospects

Financial Plan

The Board of Governors approved a Financial Plan in June 2019 which sets objectives for the period to 2021.

St Brendan's campus comprises five buildings of recent construction which are well appointed and appropriately equipped. Teaching rooms are well lit and ventilated and are of a good quality. Furniture is appropriate and of a good standard.

Developments

Demand for additional student places at St Brendan's is kept under constant review and it is likely to increase substantially over the next five years given the local demographic. The College has identified, through its Accommodation Strategy, options to expand capacity to cater for up to 3,000 students and will be working with the local authorities to agree an overall strategy for Post

16 provision in the area.

T-Levels

The College has no immediate plans to introduce T-Levels but will continue to evaluate how these might be offered in the future.

Staff and Student Involvement

The College considers good communication with its staff to be very important and, to this end, publishes regular bulletins, newsletters and notices, which are available to all staff and students. There are also regular staff briefings and meetings. Digital signage is an effective tool used by the College to reach both staff and students. Formal representation of staff is through the recognised trade unions whose representatives meet with senior staff on a termly basis. In addition, staff can elect two Staff Governors.

A staff survey is conducted annually with findings shared with governors and this process informs strategic and operational planning.

All students have the option to stand for election to the Student Union Executive, which consists of eight members. There are also 'Tutor Reps' elected by the student body. Tutor Group representatives meet with the Executive periodically and this joint group meets senior staff on a regular basis. There are also two elected Student Governors on the Board of Governors. An induction pack and a set of standard behaviours are available to all students on the Virtual Learning Environment (VLE), which set out students' rights and responsibilities. Each year students are invited to give feedback to the College through enrolment, induction and satisfaction surveys.

Volunteer Student Ambassadors are recruited annually to represent the College at certain events and activities including open evenings, career fairs and visits to partner schools.

Planned Maintenance Programme

A Planned Maintenance Programme was in place for 2018-19 covering routine and statutory maintenance as well as budgeted improvements for the year. A rolling programme of improvements will be continued into 2019-20 alongside provision for reactive maintenance requirements. The College believes that sufficient resource has been allocated to maintain or improve the physical environment of the College.

Treasury Policies and Objectives

Treasury management is the management of the College's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.

The College has a separate treasury management policy in place.

Short term borrowing for temporary revenue purposes is authorised by the Principal. All other borrowing requires the authorisation of the Board of Governors and shall comply with the requirements of the Funding Agreement.

Cash flows and liquidity

The net cash increase from operating activities was £379k (2018: £16k increase) and cash/deposit balances were £1,825k (2018: £1,854k) as at 31 July.

During the year the College repaid £131k to Allied Irish Bank against the loan taken out by the

College in July 2010 to help finance the re-development of the campus.

The College's total borrowing was £720,000 as at 31 July 2019 and interest rates charged on the loan remain competitive. Total service charges are deemed to be affordable.

Post Balance Sheet Events

There were no Post Balance Sheet Events to report.

Reserves Policy

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. As at the balance sheet date the Income and Expenditure reserve stands at £95k (2018: £2,067k).

Going Concern

The Education and Skills Funding Agency has assessed the College's Financial Health as 'Good' and after making appropriate enquiries, the Board of Governors considers that the College has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

PRINCIPAL RISKS AND UNCERTAINTIES

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

A risk register is maintained at the College level which is reviewed at least annually by the Audit Committee and more frequently where necessary. 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.

Risk management

Last year's Report identified the three principal risks facing the College as: student recruitment, ESFA funding and the costs of employment. This year there is the additional risk of being unable to recruit and retain teaching staff.

Recruitment trends are now stabilising and there is sufficient historical data to predict the conversions from applications to enrolments. The issue in terms of student recruitment is likely to reverse in coming years as we will swing from potentially not having enough students to having too many. In recent years we have seen a demographic dip in 16-year-old students: we have now passed the nadir and we expect a sharp rise until around 2025. There is capacity for 2,200 students on site with changes to timetabling, but based on the demographic we will need to find an additional circa 500 places in the next 3 to 5 years. The Estates Strategy has identified options for expansion to accommodate growth to 3,000 students.

The national funding rate from the ESFA is to be revised upward by 4.7% from 2020-2021 which is very welcome, but this is insufficient to address the cutbacks in funding over recent years nor the increase in employment costs. The impact of Brexit may mean that further increases to the

National Funding Rate are not affordable despite the good intentions recently announced by politicians. Additional funding has been promised in 2019-2020 to cover the increase in employer's contributions to the Teachers' Pension Scheme.

There is a possibility that all public sector pension schemes will be required to index-link GMP benefits in respect of those members who reach their State Pension Age after April 2021. It is understood that government policy in this area is still to be determined, and therefore there may be changes from the current provisions applied within the LGPS scheme valuation.

The Board of Governors have been considering the merits of the College becoming a sponsor to an academy trust in the interests of improving the quality of education provision and strengthening relations between Diocesan Schools. It is believed that there would be mutual benefits to teaching quality and staff development and progression opportunities as a result. However, there would be financial and resource implications which have yet to be determined.

A risk register is maintained by the College and it is regularly reviewed. The register identifies the key risks by area of oversight of governors' committees and risks are scored by the likelihood of the risks arising and their potential impact on the College. Actions taken to mitigate the risks are recorded on the register and the residual risk appropriately scored.

Key Performance Indicators

The College is committed to observing the importance of sector measures and indicators and uses the FE Choices data available on the GOV.UK website which looks at measures such as success rates. The College is required to complete the annual Finance Record for the Education and Skills Funding Agency ("ESFA"). The College is assessed by the ESFA as having a "Good" financial health grading based on the ESFA's formula applied to the Financial Plan 2019-2021. The current rating of Good is considered an acceptable outcome.

The specific financial targets set for 2018-2019, and actual performances, were as follows.

Performance indicator	Target	Actual 2018-19
Statement of Comprehensive Income will be cash-neutral (i.e. no worse than a deficit of £150k excluding FRS102 charges)	£nil	Deficit £149k
Total reductions in pay and non-pay expenditure of £250k identified for delivery	£250k	Decrease in costs of £126k
Capital expenditure will be limited to urgent replacement items only or ROI projects	-	£281k
To grow lettings income to £50k	£50k	£29k
To grow international student fee income to £120k	£120k	£94k
To increase other sources of income		Reduced £5k

Financial Objectives and Targets

The College's financial objectives during 2018-19 were to:

- To deliver outstanding value for money – cost per positive student outcome
- To invest resources to deliver an outstanding learner experience
- To invest to meet the College's strategic priorities
- To maintain strong liquidity
- To maintain assets in good condition
- To grow business to strengthen financial resilience

Student Achievements

A-Levels

The results show a reduction in terms of value added against last year although there has been a welcome increase in the number of high grades achieved. The 10 most significant subjects which contributed most to the lower Value Added score were: Mathematics; Fine Art; Business; Sociology; Further Mathematics; History (Modern); Textile Design; Physics; Computer Science; and Biology. It should be noted however that the numbers of students on courses has a major impact on overall VA. Quality improvement actions are in place for the following subject areas: Fine Art; Drama & Theatre Studies; Textile Design; Business Studies; History; Sociology; Philosophy; Computer Science; Further Mathematics; and Mathematics.

Grade profile A-Level

Grade	2019		2018		2017	
Number of students			698		665	
	StBrn	National average	StBrn	National average	StBrn	National average
A*	3.5%	7.8%	2.9%	8.1%	3.5%	8.3%
A*-A	13.2%	25.5%	13.6%	26.4%	15.2%	26.3%
A*-B	34.1%	51.6%	38.9%	53.0%	37.9%	53.1%
A*-E	95.9%	97.6%	97.5%	97.6%	97.8%	97.9%
A*-A AGP	36.9%	-	42.0%	-	41.1%	-
A*-C AGP	68.4%	-	92.9%	-	67.5%	-

AGP =

Advanced Graduate Programme - a bespoke academic and pastoral programme that runs in addition to other classes. Students accepted onto the Advanced Graduate Programme have specialist support for competitive applications.

Average points achieved against points on entry A-Level (provisional)

	All students		Male		Female		Pupil Premium	
	APS	APE	APS	APE	APS	APE	APS	APE
A level	29.8	C	28.8	C	30.1	C	24	D+
Academic	28.7	C-	27.8	C-	30.3	C	24	D+
Applied	52.5	Dist*	54.2	Dist*	51.4	Dist*	53.9	Dist*

10 = 'A' grade, APS = Average point score, APE = Average points on entry

Attainment and progress by A-Level course

Subject	Total Entries	Progress (VA)	Av Points per entry	APE as Grade	%A*	%A*-A	%A*-B	%A*-E
Accounting	21	-0.48	19	D	0.0% (2.50%)	0.0% (14.1%)	14.3% (36.1%)	81.0% (95.2%)
Biology	77	-0.16	27.5	C-	5.2% (6.60%)	10.4% (23.5%)	28.6% (43.9%)	96.1% (95.9%)
Business	100	-0.30	26.5	C-	1.0% (3.10%)	6.0% (14.1%)	17.0% (43.1%)	98.0% (97.8%)
Chemistry	67	0.10	37.6	B-	11.9% (7.20%)	22.4% (28.4%)	38.8% (51.4%)	97.0% (95.9%)
Computer Science	20	-0.63	26.5	C-	0.0% (3.30%)	25.0% (17.6%)	35.0% (39.9%)	85.0% (94.7%)
Dance	5	-0.58	36	B-	0.0% (2.50%)	0.0% (14.1%)	60.0% (36.1%)	100.0% (95.2%)
Design & Technology	29	0.44	33	C+	0.0% (4.50%)	10.3% (15.9%)	44.8% (39.5%)	96.6% (97.1%)
Design Engineering	8	-0.98	20	D	0.0% (4.50%)	11.1% (15.9%)	11.1% (39.5%)	77.8% (97.1%)
Drama & Theatre Studies	6	-1.87	11.6	E+	0.0% (4.30%)	0.0% (18.0%)	0.0% (50.6%)	83.3% (99.3%)
Economics	41	-0.27	29.6	C	2.4% (6.50%)	14.6% (28.7%)	34.1% (57.6%)	90.2% (98.2%)
English Language	43	0.31	31.8	C+	0.0% (1.8%)	9.3% (11.3%)	34.9% (42.6%)	97.7% (99.3%)
English Language & Literature	33	-0.24	31.2	C	3.0% (2.90%)	6.1% (12.1%)	21.2% (40.7%)	97.0% (99.2%)
English Literature	40	-0.04	34.9	C+	5.0% (8.60%)	25.0% (24.1%)	47.5% (52.9%)	100.0% (99.3%)
Film Studies	42	-0.16	31.4	C	0.0% (1.50%)	7.1% (11.0%)	42.9% (44.6%)	97.6% (99.1%)
Fine Art	40	-0.83	27.7	C-	0.0% (12.20%)	5.0% (27.7%)	32.5% (60.4%)	92.5% (99.1%)
French	11	0.31	37.2	B-	9.1% (9.70%)	27.3% (36.4%)	63.6% (66.8%)	100.0% (98.8%)
Further Mathematics	22	-0.88	37.7	B-	9.1% (24.00%)	36.4% (53.1%)	59.1% (73.2%)	100.0% (97.8%)
Geography	59	0.20	31.4	C	1.7% (5.20%)	11.9% (23.3%)	39.0% (52.6%)	98.3% (98.6%)
German	11	1.5	44.4	B+	45.5% (12.10%)	63.6% (40.4%)	72.7% (64.9%)	100.0% (99.5%)
Graphic Communication	20	-0.46	33	C+	5.0% (12.20)	15.0% (27.7%)	35.0% (60.4%)	100.0% (99.1%)
History (early)	31	-0.32	27.6	C-	0.0% (4.90%)	0.0% (22.5%)	29.0% (53.5%)	100.0% (98.9%)
History (Modern)	40	-0.44	27	C-	0.0% (4.90%)	12.5% (22.5%)	30.0% (53.5%)	95.0% (98.9%)
History (Russia & China)	31	-0.33	28.1	C-	3.2% (4.90%)	6.5% (22.5%)	29.0% (53.5%)	96.8% (98.9%)
Italian	1				0.0% (17.70%)	0.0% (51.5%)	100.0% (78.1%)	100.0% (97.9%)
Law	70	0.01	31.6	C+	2.9% (4.10%)	15.7% (16.0%)	40.0% (39.8%)	94.3% (96.2%)
Mathematics	119	-0.61	33.5	C+	10.1% (16.30%)	26.9% (50.5%)	42.9% (58.4%)	92.4% (96.8%)

Media Studies	48	-0.06	28.2	C-	0.00% (1.50%)	4.2% (11.0%)	22.9% (44.6%)	97.9% (99.1%)
Music	5	-0.60	24	D+	0.0% (4.30%)	0.0% (19.3%)	0.0% (45.9%)	100.0% (98.1%)
Music Technology	16	-0.07	24.3	D+	0.0% (1.50%)	6.3% (11.0%)	25.0% (44.6%)	93.8% (99.1%)
Philosophy	10	-1.07	30	C	0.0% (2.50%)	0.0% (14.1%)	40.0% (36.1%)	100.0% (95.2%)
Photography	36	0.20	35.2	B-	0.0% (12.20%)	5.6% (27.7%)	58.3% (60.4%)	97.2% (99.1%)
Physics	49	-0.30	29.6	C	2.0% (8.50%)	16.3% (27.5%)	40.8% (49.9%)	93.9% (95.2%)
Politics	49	0.27	32.2	C+	6.1% (6.80%)	18.4% (26.0%)	38.8% (55.3%)	98.0% (98.0%)
Psychology	202	-0.06	27.5	C-	2.0% (4.20%)	7.9% (16.5%)	26.5% (42.9%)	97.5% (97.1%)
Religious Studies (Christianity)	19	-0.29	24.7	D+	0.0% (4.2%)	15.8% (21.5%)	21.1% (49.8%)	89.5% (98.1%)
Religious Studies (Islam)	11	0.54	35.5	B-	0.0% (4.20%)	36.4% (21.5%)	54.5% (49.8%)	100.0% (98.1%)
Sociology	127	-0.21	27.5	C-	2.5% (4.70%)	9.1% (18.1%)	24.0% (47.0%)	95.0% (98.0%)
Spanish	18	0.71	40.5	B	11.1% (10.0%)	33.3% (34.9%)	77.8% (63.6%)	100.0% (99.1%)
Textile Design	28	-0.61	22	D+	0.0% (12.20%)	0.0% (27.7%)	14.3% (60.4%)	96.4% (99.1%)

Figures in brackets = National Average) APE (Average Grade), VA (Value Added) = 1 grade [e.g. VA score of positive 0.29 = 29 out of 100 students would achieve 1 grade above expectation]

Applied General

Applied General courses have done well again against national benchmarks, although there has been a decline against the results of last year. In BTECs at Level 2 pass rates declined by just over 4 percentage points against last year and high grades by around 15 percentage points. In part this was due to a lack of course work set for Media Studies Diploma resulting in failure across the course for the year (although Certificate qualifications have been awarded). This will be remedied for students progressing to Level 3 in 2019, but it has affected the outcome data for 2018-2019.

Subject	Total Entries	Progress (VA)	Av Points per entry	APE as Grade	%DS*	%DS	%M	%P
Applied Science Sub Dip	66	0.37	43.7	Dist*-	62.1%	33.4%	3.0%	1.5%
Applied Law Sub Dip	48	0.97	46.9	Dist*	85.4%	6.3%	8.3%	0.0%
Music Performing	15	0.39	43.3	Dist*-	53.3%	40.0%	6.7%	0.0%
Performing Arts	12	-0.13	38.7	Dist+	50.0%	33.3%	8.3%	0.0%
Public Services	20	1.31	50	Dist+t+	100.0%			
Sport Level 3	36	0.46	45.6	Dist*-	75.0%	19.4%	5.6%	0.0%
Business Level 3 TID	2	-0.97	30	Dist-	0.0%	50.0%	50.0%	
Health & Social Care Level 3 TID	76	0.61	46.6	Dist*	80.3%	15.8%	3.9%	0.0%
IT Level 3 TID	36	0.41	45.9	Dist*-	75.0%	22.2%	2.8%	0.0%
Business Level 3 TID	43	0.34	44.1	Dist*-	67.4%	25.6%	4.7%	2.3%
Subject	Total Entries	Progress (VA)	Av Points per entry	APE as Grade	%D*D*	%D*D	%DD	%DM
Performing Arts Level 3 Diploma	5	0.72	94	Dist*	60%	40.0%	0.0%	0.0%
Public Services Level 3 Diploma	13	1.10	97.6	Dist*	84.6%	7.7%	0.0%	0.0%
Sport Level 3 Diploma	12	1.32	93.7	Dist*	75.0%	8.3%	0.0%	0.0%
Business Level 3 Technical Diploma	21	-0.13	80.9	Dist+	23.8%	38.1%	19.0%	19.0%
Subject	Total Entries	Progress (VA)	Av Points per entry	APE as Grade	%D*D*D*	%DDD+	%MMM+	%PPP+
Performing Arts Level 3 Extended Diploma	2	0.73	120	Dist+	0%	100.0%	0%	0%
Sport Level 3 Extended Diploma	9	-0.03	97	Dist-	22.2%	33.3%	77.8%	100.0%

New Performance Measures Indicators

Percentages of students achieving A*, A, B in two facilitating subjects.

	2019	2018
St Brendan's	5.1%	5.5%
Nationally		14%

GCSE frequency by grade results

2019			2018			2017		
Maths students	9-8	0.0%	Maths 135 students	9-8	0.0%	Maths 136 students	A*-A	0.0%
	9-7	0.0%		9-7	0.0%		A*-B	2.2%
	9-6	0.0%		9-6	0.0%		A*-C	47%
	9-5	0.6%		9-5	3.0%		A*-D	80.1%
	9-4	36.3%		9-4	51.1%		A*-E	93.3%
	9-3	81.5%		9-3	84.4%			
	9-2	98.7%		9-2	95.6%			
	9-1	99.4%		9-1	100.0%			
English students	9-8	0.0%	English 125 students	9-8	0.8%	English 100 students	A*-A	0.0%
	9-7	0.0%		9-7	0.8%		A*-B	1.0%
	9-6	1.4%		9-6	4.8%		A*-C	53.0%
	9-5	13.2%		9-5	24.0%		A*-D	92.0%
	9-4	64.6%		9-4	70.4%		A*-E	98.0%
	9-3	94.4%		9-3	96.8%			
	9-2	95.8%		9-2	99.2%			
	9-1	99.3%		9-1	100.0%			
Biology students	9-8	0.0%	Biology 14 students	9-8	0.0%	Biology 6 students	A*-A	0.0%
	9-7	0.0%		9-7	7.1%		A*-B	16.6%
	9-6	6.3%		9-6	7.1%		A*-C	33.3%
	9-5	12.5%		9-5	35.7%		A*-D	66.6%
	9-4	56.3%		9-4	42.9%		A*-E	83.3%
	9-3	87.5%		9-3	78.6%			
	9-2	100.0%		9-2	100.0%			
	9-1	100.0%		9-1	100.0%			
Psychology	9-8	0.0%						
	9-7	0.0%						
	9-6	5.0%						
	9-5	15.0%						
	9-4	30.0%						
	9-3	55.0%						
	9-2	100.0%						
	9-1	100.0%						

GCSE - English	2018/19	2017/18	2016/17
Achievement rate (P)x(R)	96.60%	91.24%	81.1%
Retention rate (R)	97.30%	91.24%	82.8%
Pass rate (P)	99.30%	100%	98.0%
GCSE -Maths	2018/19	2017/18	2016/17
Achievement rate (P)x(R)	93.87%	95.74%	88.2%
Retention rate (R)	94.48%	95.74%	88.9%
Pass rate (P)	99.35%	100%	99.3%
GCSE -Biology	2018/19	2017/18	2016/17
Achievement rate (P)x(R)	76.20%	87.50%	55.6%
Retention rate (R)	76.20%	87.50%	66.7%

Pass rate (P)	100.0%	100%	83.3%
GCSE Psychology	2018/19	2017/18	2016/17
Achievement rate (P)x(R)	83.30%		
Retention rate (R)	83.30%		
Pass rate (P)	100.0%		

BTEC Level 2 results**BTEC Diploma Level 2**

Course	Entries	%D*-DS	%DS*	%DS	%ME	%PA	%FL	Pass Rate
Public Services	18	66.7%	44.4%	22.2%	16.7%	5.6%	11.1%	88.9%
Business	14	35.7%	14.3%	21.4%	50.0%	14.3%	0.0%	100.0%
Health & Social Care	21	85.7%	57.1%	28.6%	9.5%	4.8%	0.0%	100.0%
IT	6	33.3%	33.3%	0.0%	33.3%	16.7%	16.7%	83.3%
Media Studies	13	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%

BTEC Extended Certificate Level 2

Course	Entries	%D*-DS	%DS*	%DS	%ME	%PA	%FL	Pass Rate
Sport	8	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
Course	Entries	%D*-DS	%DS*	%DS	%ME	%PA	%FL	Pass Rate
Business	16	62.5%	37.5%	25.0%	31.3%	0.0%	6.3%	93.85
Health & Social Care	20	85.0%	70.0%	15.0%	15.0%	0.0%	0.0%	100.0%
IT	6	66.7%	0.0%	66.7%	16.7%	16.7%	0.0%	100.05
Media Studies	5	20.0%	20.0%	0.0%	20.0%	20.0%	20.0%	80.0%

Overall Value Added (VA) by groups (positive values = better than national average)

Applied general	
BME	0.39
EAL	0.53
SEND	0.35
EHCP	0.43
FSM	0.33
Bursary	0.54

A Level	
BME	-0.33
EAL	-0.16
SEND	-0.02
EHCP	1.39
FSM	-0.26
Bursary	-0.14

Academic	
BME	-0.34
EAL	-0.16
SEND	0.00
EHCP	1.39
FSM	-0.27
Bursary	-0.16

BME = Black & minority ethnic groups, EAL = English additional language, SEND= special educational need, EHCP = Education and Health Care Plan, FSM = free school meals

OTHER INFORMATION

Public Benefit

St Brendan's Sixth Form College is an exempt charity under the 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.

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 by subject experts
- 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).

Equal Opportunities and Employment of Disabled Persons

The College is committed to ensuring equality of opportunity for all who learn and work here. We believe that each person is a unique creation of God and, therefore, we respect and value positively aspects of diversity. We aim to implement the public sector duties in the Equality Act in relation to all protected characteristics i.e. race, gender, sexual orientation, disability, religion and belief, age, gender re-assignment, marriage and civil partnership and will also take particular action in relation to socio-economic background. We strive vigorously to remove conditions, That may place people at a disadvantage and we will actively combat all discrimination including stereotyping, bullying and harassment. The College's Equal Opportunities Policy and annual Equality Scheme are published on the College's website and will be resourced, implemented and monitored on a planned basis.

The College, in full keeping with its mission, recognises its duty to treat fairly all applications for employment from disabled persons. Where an existing employee becomes disabled, every effort is made to ensure that 'reasonable adjustments' are made as required by the Equality Act so that their employment with the College continues. The College's policy is to provide training, career development and opportunities for promotion, which are, as far as possible, identical to those for other employees, but also to take positive action where justified.

Disability Statement

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

- has a Learning Support Manager, who provides information, advice and arranges support, where necessary, for disabled students and others with additional needs;

- will support disabled students to be able to take a full part in the curriculum as well as extra-curricular and social aspects of college life;
- has put in place systems to identify students who need learning support prior to enrolment in order to help them to identify their barriers to learning and agree strategies for inclusion and support;
- has a range of specialist equipment, such as an induction loop in the Theatre, a portable induction loop and a range of assistive technology is available in the Learning Resources Centre to enable students to access programmes of study;
- prioritises applicants with 'special educational needs' for admission;
- maintains and trains staff to support students with learning needs and has intervention strategies for disabled students;
- offers psychotherapy, drugs counselling and other welfare services as appropriate;
- monitors the outcomes for disabled students and those receiving additional support and addresses any anomalies.

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.

Numbers of employees in the relevant period	244
FTE employee number	153
Percentage of time from 1% -50%	3.5 employees FTE
Total cost of facility time	£300
Total pay bill	£6,744,000
Percentage of total bill spent on facility time	0.004%
Time spent on paid trade union activities as a percentage of total paid facility time	100%

Payment Performance

The Late Payment and Commercial Debts (Interest) Act 1998, which came into force on 1 November 1998, requires Colleges, in the absence of agreement to the contrary, to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received. The target set by the Treasury for payment to suppliers within 30 days is 95 per cent. During the accounting period 1 August 2018 - 31 July 2019, the College paid 100% of its invoices within 30 days (100% 2017-18).

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 Board of Governors on 12 December 2019 and signed on its behalf by:

A handwritten signature in dark ink, appearing to read 'M Harlock', written in a cursive style.

Sr M Harlock
Chair of Governors

Statement of Corporate Governance and Internal Control

The College is committed to exhibiting best practice in all aspects of corporate governance. This summary describes the manner in which the College has applied the principles set out in the UK Corporate Governance Code ("the Code") issued by the Financial Reporting Council (FRC) in April 2016. Its purpose is to help the reader of the accounts understand how the principles have been applied.

In the opinion of the Board of Governors, the College complies with all the provisions of the Code in so far as they apply to the Further Education Sector and it has complied throughout the year ended 31 July 2019.

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.

The Board of Governors

During 2018-2019 the Board of Governors met 6 times and average attendance was 72%; all meetings were quorate.

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

The Board of Governors 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 Board of Governors meets at least once each term.

The Board of Governors conducts its business through a number of Governors' Committees. The Board of Governors renamed and reallocated the responsibilities and roles of these Committees as set out in the *Framework of Governance* adopted in July 2015. Each Committee has terms of reference, which have been approved by the Board of Governors. These committees are:

- Governors' Audit Committee
- Governors' Ethos, Safeguarding Welfare Committee
- Governors' Resources, Premises Human Resources Committee
- Governors' Strategy, Search Remuneration Committee
- Governors' Teaching & Curriculum Quality Committee

The members who served on the Board of Governors during the year and up to the date of signature of this report were as listed below:

Name	Date of Appointment	Term of Office	Date of Resignation	Status of appointment	Committee served	Attendance in 2017/18
Sr Pauline Cowie	Sep 2017	4 years	22/11/2018	Foundation Governor	ESV	0%

St Brendan's Sixth Form College

Name	Date of Appointment	Term of Office	Date of Resignation	Status of appointment	Committee served	Attendance in 2017/18
Professor James Devenney	Reappointed October 2019	4 years		Foundation Governor	A/TCQ	20%
Mr Mackenzie Dowding	May 2018	1 year	30/04/2019	Student Governor	TCQ	86%
Mr Mark Eastaugh	Jul 2016	4 years		Co-opted Governor	RPHR/A	89%
Mr Nkumbe Ekaney QC	June 2018	4 years		Foundation Governor	ESW	11%
Mr Monty Erskine	Mar 2015	4 years	18/03/2019	Co-opted Governor	Chair: Audit	50%
Miss Charlotte Evans	Sep 2016	4 years		Staff Governor	RPHR	89%
Sr Margaret Harlock	Apr 2013 re-appointed April 2017	4 years		Foundation Governor Chair from Sep 2017	ESW/RPHR/SSR/TCQ	100%
Mrs Marie-Claire Harper	May 2016	4 years		Foundation Governor Vice Chair Sept 2017	SSR/A	67%
Ms Beckie Hooper	Nov 2018	4 years		Foundation Governor	RPHR	43%
Mr Michael Jaffrain	Apr 2012	<i>Ex officio</i>		Principal	RPHR/ESW/TCQ/SSR	94%
Mr Paul Kelly	Nov 2017	4 years		Staff Governor	ESW	89%
Mr Micah Larson	Jul 2018	4 years		Foundation Governor	A	78%
Mr Marcel Mach	May 2018	1 year	30/04/2019	Student Governor	ESW	100%
Mr Malcolm McDonald	May 2018	4 years	1/07/2019	Foundation Governor	RPHR	44%
Mr Peter McLean	Oct 2016	4 years		Foundation Governor	SSR/Chair: ESW	92%
Mr Tony McNally	Reappointed Jan 2018	4 years		Foundation Governor	SSR/Chair: RPHR	83%
Mr Mark O'Sullivan	Jan 2017	4 years		Foundation Governor	ESW/Chair TCQ	83%
Mr Nnamdi Onyegu	June 2019	1 year		Student Governor	TCQ	100%
Ms Ann-Marie Paddison	Sep 2017	2 years	01/04/2019	Parent Governor	ESW	67%
Ms Fiza Tanveer	June 2019	1 year		Student Governor	ESW	100%
Mr Ian Turri	Mar 2019	4 Years		Co-opted Governor	RPHR	67%
Ms Martina Veale	Dec 2018	4 years		Foundation Governor		67%

Committees key: A – Audit; ESW – Ethos Safeguarding Welfare; RPHR – Resources Premises Human Resources; SSR – Strategy Search Remuneration; TCQ – Teaching Curriculum Quality

The following have been serving as Co-opted and voting members of the Governors' Committees:

- Mr Richard Powell – December 2014 – Governors' Audit Committee.
- Mr Robert Thompson – Governors' Teaching and Quality Committee.

The full signed Minutes of meetings, except those deemed to be confidential by the Board of

St Brendan's Sixth Form College

Governors, are available on the website or from the Clerk to the Governors at:

St Brendan's Sixth Form College
Broomhill Road
Brislington
Bristol BS4 5RQ

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

All Governors are able to take independent professional advice in furtherance of their duties at the College's expense and have access to the Clerk to the Governors, who is responsible to the Board of Governors for ensuring compliance with all applicable procedures and regulations. The appointment, evaluation and removal of the Clerk are matters for the Board of Governors 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 Board of Governors has a strong and independent non-executive element and no individual or group dominates its decision making progress. The Board of Governors 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 Chair of the Governors and Principal are separate.

Appointments to the Board of Governors

The Bishop of Clifton appoints Foundation Governors, who form a majority of the members of the Board of Governors as required by the Instrument and Articles of Government. Other new appointments to the Board of Governors are a matter for the consideration of the Board of Governors as a whole.

Board of Governors performance

The Board of Governors assesses their performance annually and for the year ended 31st July 2019 graded itself as 'Good'. They have ensured that robust targets are set and that these are monitored on a termly basis. The Board of Governors challenge the Senior Leadership Team appropriately as evidenced by the minutes of the Full Governing Body.

Governors' Strategy, Search and Remuneration Committee

This Committee comprises the Chair of Governors, the Vice-Chair of Governors and four other Governors drawn from each of the Governors' Committees. The Committee is responsible for agreeing the key strategic objectives of the College as set by the Principal and the selection and nomination of any new members for the consideration of the Board of Governors, (the Board of Governors is responsible for ensuring that appropriate training is provided). Once a year the Governors' Strategy Search and Remuneration Committee makes decisions, reported to the Board of Governors, on the remuneration and benefits of the Principal and other Senior Post Holders.

Details of remuneration for the year ended 31 July 2019 are set out in Note 6 of the financial statements.

Governors' Teaching Curriculum and Quality Committee

The Committee comprises five Governors, appointed by the Board of Governors that also sets the terms of Reference for the Committee business. The TCQ Committee meets three times each academic year to determine and review the strategic direction of the curriculum provision, the academic results and monitor Student development, the quality of teaching and learning. The Vice Principal facilitates this Committee.

Governors' Resources Premises and Human Resources Committee

The Committee comprises six Governors, appointed by the Board of Governors that also sets the terms of Reference for the Committee business. The Committee meets three times each academic year to review the premises and resources available to the College, the security and any Health & Safety issues. The Committee scrutinises regular updates to the College accounts through the year, and recommends the College budget for adoption by the Board of Governors annually. The Committee is particularly concerned with the efficiency and use of College resources, the details of the funding income, planned expenditure, and the management of the cash flow. The Committee scrutinises the proposed College budget for the following year, including the planned Capital expenditure. The Governors' Resources Premises and Human Resources Committee reviews the College Financial Regulations and policies and procedures relevant to its area of responsibility. The Committee is also tasked with the oversight of the Human Resources strategy of the college and the recruitment, professional development and well-being of Staff, and the College policies and procedures relating to this area of operations. The Assistant Principal Finance & Resources facilitates the Committee.

Governors' Ethos, Safeguarding & Welfare Committee

The Committee comprises six Governors appointed by the Board of Governors that also sets the terms of Reference for the Committee business. The Committee sets the strategic direction for the College in relation to Student experience and support, *Equality Diversity Inclusion [EDI]* and *Safeguarding*, and receives regular reports to enable it to monitor progress in these areas. The College Admission Policy is received annually and recommendation is made to the full Board of Governors to adopt any changes required. The Committee received regular reports relating to Student applications, enrolment and retention and through the *Learner Involvement Strategy* reviews the feedback from the Student body. The Committee monitors the Student Behaviour and any disciplinary procedures, and in addition receives reports on the spiritual life and Christian ethos of the College, including the *Religion, Philosophy and Ethics [RPE]* curriculum in relation to Students. The Committee considers for action reports on the welfare of Students, with a particular emphasis on support for those with additional needs. The Student Union, through the Student Governor submits regular reports about its activities and the annual accounts of the Student Union are audited annually and scrutinised by this Committee. The Assistant Principal Finance & Resources facilitates this Committee.

Governors' Audit Committee

The Governors' Audit Committee is comprised of four Governors and two Co-opted and voting members and operates in accordance with written terms of reference approved by the Board of Governors.

St Brendan's Sixth Form College

The Governors' Audit Committee meets once each term. It provides a forum for reporting by the College's internal, regularity 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 Funding Bodies as they affect the College's business.

The College's internal auditors review the system 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 Governors' 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 Governors' Audit Committee also advises the Board of Governors on the appointment of internal, regularity and financial statements auditors and their remuneration for both audit and non-audit work.

Internal Control

Scope of Responsibility

The Board of Governors 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 Board of Governors 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 he is personally responsible, in accordance with the responsibilities assigned to him in the Funding Agreement between the College and the Education Funding Agency. He is also responsible for reporting to the Board of Governors 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 at St Brendan's Sixth Form College for the year ended 31 July 2019 and up to the date of approval of the annual report and accounts.

Capacity to Handle Risk

The Board of Governors 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 Board of Governors 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 ended 31 July 2019 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the Board of Governors.

The Risk and Control Framework

St Brendan's Sixth Form College

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 Board of Governors
- regular reviews by the Board of Governors 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.

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 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 Board of Governors on the recommendation of the Audit Committee. At minimum annually, the Chair of the Governors' Audit Committee provides the Board of Governors with a report on internal audit activity in the College. The report includes the Head of Internal Audit's independent opinion on the adequacy and effectiveness of the College's system of risk management, controls and governance process.

Review of Effectiveness

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

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

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

The Senior Leadership Team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The Senior Leadership Team and the Governors' Audit Committee also receive regular reports from internal audit and other sources of assurance, which include recommendations for improvement. The Governors' Audit Committee's role in this area is confined to a high level review of the arrangements for internal control. Each of the Governors' Committees has a standing item on Risk Management and significant and strategic risks are assigned to individual committees for monitoring. The Board of Governors' agenda includes a regular item for consideration of risk and control and receives reports thereon from the Senior Leadership Team and the Governors' Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely

St Brendan's Sixth Form College

reporting by exception. At its December 2019 meeting, the Board of Governors carried out an annual assessment for the year ended 31 July 2019 by considering documentation from the Senior Leadership Team, the College's Risk Register and internal audit and it has taken account of events since 31 July 2019.

Based on the advice of the Audit Committee and the Principal, the Board of Governors 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 Board of Governors on 12 December 2019 and signed on its behalf by:



Sr M Harlock
Chair of Governors



Mr M Jaffrain
Principal

Board of Governors' statement on the College's regularity, propriety and compliance with Funding body terms and conditions of funding

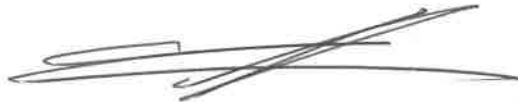
The Board of Governors has considered its responsibility to notify the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of funding, under the College's grant funding agreement and contracts with the ESFA. As part of our consideration we have had due regard to the requirements of the funding agreements and contracts with ESFA.

We confirm, on behalf of the Board of Governors, that after due enquiry, and to the best of our knowledge, we are able to identify any material irregular or improper use of funds by the College, or material non-compliance with the Education and Skills Funding Agency's terms and conditions of funding under the College's grant funding agreements and contracts with ESFA.

We 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 Education and Skills Funding Agency.



Sr M Harlock
Chair of Governors



Mr M Jaffrain
Principal

The Board of Governors of the College is required to present audited financial statements for each financial year.

Within the terms and conditions of the grant funding agreements and contracts with the ESFA, the Board of Governors, through its Principal, is required to prepare financial statements for each financial year in accordance with the 2015 Statement of Recommended Practice – Accounting for Further and Higher Education, ESFA's College Accounts Direction 2018 to 2019 and the UK's Generally Accepted Accounting Practice, and which give a true and fair view of the state of affairs of the College and the result for that period.

In preparing the financial statements, the Board of Governors is required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare financial statements on the going concern basis, unless it is inappropriate to assume that the College will continue in operation.

The Board of Governors is also required to prepare a Members' Report, which describes what it is trying to do and how it is going about it, including the legal and administrative status of the College.

The Board of Governors is responsible for keeping proper accounting records, which disclose with reasonable accuracy, at any time, the financial position of the College and to 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 assets of the College and to prevent and detect fraud and other irregularities.

The maintenance and integrity of the College website is the responsibility of the Board of Governors of the College; the work carried out by the 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 UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the Board of Governors are responsible for ensuring that expenditure and income are applied for the purposes intended by Parliament and that the financial transactions conform to the authorities that govern them. In addition they are responsible for ensuring that funds from the ESFA are only used in accordance with the ESFA's grant funding agreements and contracts and any other conditions that may be prescribed from time to time. The Board of Governors must ensure that there are appropriate financial and management controls in place to safeguard public and other funds and ensure that they are used properly. In addition, members of the Board of Governors are responsible for securing economical, efficient and effective management of the College's resources and expenditure, so that the benefits that should be derived from the application of public funds from the ESFA are not put at risk.

St Brendan's Sixth Form College

Approved by Order of the Board of Governors and signed on its behalf by:

A handwritten signature in dark ink, appearing to read 'M Harlock', with a long, sweeping horizontal stroke extending to the right.

Sr M Harlock

Independent Auditors' Report to the Board of Governors of St Brendan's Sixth Form College

Opinion

We have audited the financial statements of St Brendan's Sixth Form College (the 'College') for the year ended 31 July 2019 which comprise the College Statement of Comprehensive Income, the College Statement of Changes in Reserves, The College Balance Sheet, the College 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 applicable law, United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice), and the College Accounts Direction 2018 to 2019 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the College's affairs as at 31 July 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Statement of Recommended Practice – Accounting for Further and Higher Education and the College Accounts Direction 2018 to 2019 issued by the Education and Skills Funding Agency.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our 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 audit opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in which the ISAs (UK) require us to report to you where:

- the Board of Governors use of the going concern basis of accounting in the preparation of the financial statements is not appropriate, or
- the Board of Governors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the College's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Board of Governors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent Auditor's Report (continued)

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.

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 issued by the Education & Skills Funding Agency requires us to report to you if, in our opinion:

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

Responsibilities of Board of Governors

As explained more fully in the Board of Governors responsibilities statement set out on page 25, the Board of Governors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Board of Governors 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 Board of Governors are responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of Governors either intend to liquidate 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Councils website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

St Brendan's Sixth Form College

Use of our report

This report is made solely to the College's Board of Governors, as a body, in accordance with the College's Articles of Government. Our audit work has been undertaken so that we might state to the College's Board of Governors those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the College and the College's Board of Governors as a body, for our audit work, for this report, or for the opinions we have formed.

Moore

Moore, Statutory Auditor
30 Gay Street,
Bath,
BA1 2PA

Date: 16/12/2019

Reporting accountant's assurance report on regularity

St Brendan's Sixth Form College

- To: The Corporation of St Brendan's Sixth Form College and Secretary of State for Education acting through Education and Skills Funding Agency (ESFA)

In accordance with the terms of our engagement letter dated 27 September 2018 and further to the requirements of funding in ESFA's grant funding agreements and contracts, or those of any other public funder, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest, in all material respects, the expenditure disbursed and income received by St Brendan's Sixth Form College during the period 1st August 2018 to 31 July 2019 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 ESFA. In line with this framework, our work has specifically not considered income received from the main funding grants generated through the Individualised Learner Record data returns, for which ESFA has other assurance arrangements in place.

This report is made solely to the Corporation of St Brendan's Sixth Form College and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Corporation of St Brendan's Sixth Form College and 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 St Brendan's Sixth Form College and ESFA for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of St Brendan's Sixth Form College and the reporting accountant

The Corporation of St Brendan's Sixth Form 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 which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Code. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1st August 2018 to 31 July 2019 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 jointly by ESFA. We performed a limited assurance engagement as defined in that framework.

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

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

Reporting accountant's assurance report on regularity (continued)

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

The work undertaken to draw to our conclusion includes but not limited to:

- Reviewing minutes of meetings, management accounts and making enquiries of management;
- Performing sample testing of expenditure ensuring items are for the College's purposes and are appropriately authorised;
- Sample testing on purchase card expenditure, review for any indication of purchase for personal use by Staff or Governors;
- Reviewing the procedures for identifying and declaring related parties and other business interests;
- Obtaining formal representation from the Governing Body and Accounting Officer acknowledging their responsibilities;
- Scrutinising journals, and other adjustments posted during the year for evidence of unusual entries and making further enquiries into any such items where relevant;
- Performing an evaluation of the general control environment of the College;
- Reviewing nominal ledger accounts for any large or unusual entries, obtaining supporting documentation and making further enquiries into any such items where relevant.

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 1st August 2018 to 31 July 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



Moore, Statutory Auditor
30 Gay Street,
Bath,
BA1 2PA

Date: 16/12/2019

Income	Notes	2019 £'000	As restated 2018 £'000
Funding body grants	2	8,274	8,094
Tuition fees and education contracts	3	94	69
Other income	4	370	370
Investment income	5	18	15
Total income		8,756	8,548
 Expenditure			
Staff costs	6	6,744	6,435
Other operating expenses	7	1,795	1,864
Depreciation	10	771	794
Interest and other finance costs	8	66	70
Total expenditure		9,376	9,163
 (Deficit)/surplus before other gains and losses		(620)	(615)
 (Deficit)/Surplus before tax		(620)	(615)
 Taxation		-	-
 (Deficit)/surplus for the year		(620)	(615)
 Actuarial (loss)/gain in respect of pensions schemes		(1,352)	807
 Total Comprehensive Income for the year		(1,972)	192
 Represented by:			
Unrestricted comprehensive income		(1,972)	192

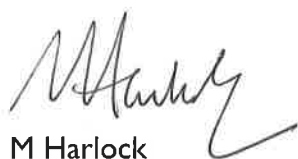
The income and expenditure account is in respect of continuing activities.

Statement of Changes in Reserves

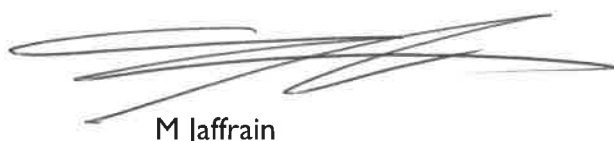
	Income and expenditure account
	£'000
Balance at 1st August 2017	1,875
(Deficit) from the income and expenditure account	(615)
Other comprehensive income	807
Total comprehensive income for the year	<u>192</u>
Balance at 31 July 2018	2,067
(Deficit) from the income and expenditure account	(620)
Other comprehensive income	(1,352)
Total comprehensive income for the year	<u>(1,972)</u>
Balance at 31 July 2019	<u>95</u>

	Notes	2019 £'000	2018 £'000
Non-current assets			
Intangible assets	10	47	53
Tangible fixed assets	11	18,418	18,902
Total non-current assets		18,465	18,955
Current assets			
Trade & other receivables	12	212	166
Investments	13	1,373	1,511
Cash & cash equivalents	18	452	343
Total current assets		2,037	2,020
Creditors - amounts falling due within one year	14	1,601	1,292
Net current assets		436	728
Total assets less current liabilities		18,901	19,683
Creditors - amounts falling due after more than one year	15	15,046	15,679
Net assets (before pension obligations)		3,855	4,004
Provisions			
Defined benefit obligations	17	(3,760)	(1,937)
Total Net Assets		95	2,067
Unrestricted Reserves			
Income and expenditure account		95	2,067
Total unrestricted Reserves		95	2,067

The financial statements on pages 35 to 56 were approved by the Governing Board on 12 December 2019 and were signed on its behalf by:



M Harlock
Chair of Governors



M Jaffrain
Principal & Accounting Officer

Statement of Cash Flows

	Notes	2019 £'000	2018 £'000
Cash flow from operating activities			
(Deficit)/surplus for the year		(620)	(615)
Adjustment for non-cash items			
Depreciation		771	794
(Increase)/decrease in debtors		(46)	56
Increase/(decrease) in creditors due within one year		309	(932)
(Decrease)/increase in creditors due after one year		(502)	348
Increase/(decrease) in provisions		-	-
Pensions costs less contributions payable		471	368
Adjustment for investing or financing activities			
Investment income		(18)	(15)
Interest payable		14	12
Taxation paid		-	-
Profit on sale of fixed assets		-	-
Net cash flow from operating activities		<u>379</u>	<u>16</u>
Cash flows from investing activities			
Proceeds from sale of fixed assets		-	-
Investment income		18	15
Withdrawal of deposits		800	1,800
New deposits		(662)	(1,511)
Payments made to acquire fixed assets		(281)	(58)
		<u>(125)</u>	<u>246</u>
Cash flows from financing activities			
Interest paid		(14)	(12)
Repayments of amounts borrowed		(131)	(131)
		<u>(145)</u>	<u>(143)</u>
(Decrease) / increase in cash and cash equivalents in the year		<u>109</u>	<u>119</u>
 Cash and cash equivalents at beginning of the year	18	343	224
 Cash and cash equivalents at end of the year	18	452	343

Notes to the Accounts

I: Accounting Policies

Statement of Accounting Policies

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 2015 (the 2015 FE HE SORP), the College Accounts Direction for 2018 to 2019 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.

Intangible assets, which have been relatively small in value, were previously included within tangible fixed assets and are now shown separately. Other income has been restated for receipts for trips and transport which were formerly netted off expenditure in previous years. There is no impact on surpluses, and or deficits nor on reserves as a result of these adjustments.

Basis of accounting

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

Going Concern

The activities of the College, together with the factors likely to affect its future development and performance are set out in the Members Report. The financial position of the College, its cashflow, liquidity and borrowings are presented in the Financial Statements and accompanying Notes.

The College currently has £720k of loans outstanding with bankers on terms negotiated in 2007, see note 15 for further information.

The College's forecasts and financial projections indicate that it will be able to operate within this existing facility and covenants for the foreseeable future.

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

Recognition of Income

Government revenue grants include funding body recurrent grants and other grants and are accounted for under the accrual model as permitted by FRS 102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any under 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 funding is not subject to reconciliation and is therefore not subject to contract adjustments.

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

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

Grants (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

St Brendan's Sixth Form College

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.

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

Fee income

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

Investment income

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

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

Avon 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.

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

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

Short term Employment benefits

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

Enhanced Pensions

The actual cost of any enhanced ongoing pension to a former member of staff is paid by a 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.

Non-current Assets - Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Certain items of fixed assets that had been revalued to fair value on or prior to the date of transition to the 2015 FE HE SORP, are measured on the basis of deemed cost, being the revalued amount at the date of that revaluation.

Land and Buildings

The Trust held land and buildings in place on 1 April 1993 are not stated in the balance sheet. Buildings and improvements made since designation are stated in the balance sheet at cost less depreciation. Freehold buildings are depreciated over their expected useful economic life to the College of 40 years in the case of new buildings. The College has a policy depreciating major adaptations to the buildings over the period of their useful economic life, usually 20 years.

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 any fixed asset may not be recoverable.

On adoption of FRS 102, the College followed the transitional provision to retain the book value of land and buildings and not to adopt a policy of revaluation of these properties in the future.

Assets under construction

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

Subsequent expenditure on existing fixed assets

Where significant expenditure is incurred on tangible fixed assets, 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 £1,500 per individual item is written off to the income and expenditure account in the period of acquisition. All other equipment is capitalised at cost.

All equipment is depreciated over their useful economic life as follows:

Furniture, fittings and equipment	-	5 years on a straight-line basis
Motor vehicles	-	5 years on a straight-line basis

St Brendan's Sixth Form College

Computer equipment	-	5 years on a straight-line basis
Building improvements	-	20 years on a straight-line basis

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 capital grant account and released to the income and expenditure account over the expected useful economic life of the related equipment.

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

Intangible assets

Intangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses.

Software development costs above £1,500 per individual item is capitalised at cost.

All software is depreciated over 5 years on a straight-line basis.

Borrowing costs

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

Leased assets

Costs in respect of operating leases are charged on a straight-line basis over the lease term. Any lease premiums or incentives relating to leases signed after 1st August 2014 are spread over the minimum lease term. The College has taken advantage of the transitional exemptions in FRS 102 and has retained the policy of spreading lease premiums and incentives to the date of the first market rent review for leases signed before 1st August 2014.

Leasing agreements which transfer to the College substantially all the benefits and risks of ownership of an asset are treated as finance leases.

Assets held under finance leases are recognised initially at the fair value of the leased asset (or, if lower, the present value of minimum lease payments) at the inception of the lease. The corresponding liability to the lessor is included in the balance sheet as a finance lease obligation. Assets held under finance leases are included in tangible fixed assets and depreciated and assessed for impairment losses in the same way as owned assets.

Minimum lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charges are allocated over the period of the lease in proportion to the capital element outstanding.

Cash and cash equivalents

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

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

Financial liabilities and equity

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

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

Foreign Currency Translation

Transactions denominated in foreign currencies are recorded using the rate of exchange ruling at the date of the

St Brendan's Sixth Form College

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 income 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 sections 478-488 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The College is exempt in respect of Value Added Tax. 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.

Provisions and contingent liabilities

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

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

Restructuring costs, including pension charges, identified as at 31 July but which are not payable until the following year are recognised within the Balance Sheet at the estimated value.

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

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

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 where the College is exposed to minimal risk or enjoys minimal economic benefit related to the transaction.

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 23, will impact the carrying amount of the pension liability. The actuary has used a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 to value the pensions liability at 31 July 2019. 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

2: Funding body grants

	2019 £'000	2018 £'000
Recurrent grants		
Education and Skills Funding Agency 16-18	7,691	7,499
Specific grants		
Releases of government capital grants	503	503
Other Grants	80	92
Total	8,274	8,094

3: Tuition fees and education contracts

	2019 £'000	2018 £'000
International students' fees	94	69
Total	94	69

4: Other income

	2019 £'000	As restated 2018 £'000
Receipts for student trips	106	76
Receipts for student transport	157	155
Miscellaneous income	107	139
Total	370	370

Other income has been restated for receipts for trips and transport which were formerly netted off expenditure in previous years.

5: Investment income

	2019 £'000	2018 £'000
Other interest receivable	18	15
Total	18	15

6: Staff costs

The average number of persons (including senior post holders) employed by the College during the

St Brendan's Sixth Form College

year expressed as full-time equivalents, was:

	2019 No.	2018 No.
Teaching staff	91	89
Non-teaching staff	62	61
	153	150

Staff costs for the above persons:

	2019 £'000	2018 £'000
Wages and salaries	4,954	4,763
Social security costs	442	431
Other pension costs	1,158	1,019
Payroll sub total	6,554	6,213
Apprenticeship levy	9	5
Contracted out staffing services	181	217
	6,744	6,435

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 Senior Leadership Team which comprises the Principal, Vice Principal and Assistant Principal. Staff costs include compensation paid to key management personnel for loss of office.

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

	2019 No.	2018 No.
The number of key management personnel including the Accounting Officer was:	3	3

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

	Key management personnel		Other Staff	
	2019 No.	2018 No.	2019 No.	2018 No.
£60,001 to £70,000	1	1	-	-
£70,001 to £80,000	1	1	-	-
£100,001 to £110,000	1	1	-	-
	3	3	-	-

Key management personnel compensation is made up as follows:

	2019 £'000	2018 £'000
Salaries – gross of salary sacrifice and waived emoluments	246	242
Employers National Insurance	30	30
Benefits in kind	-	-
	276	272
Pension contributions	39	39
Total key management personnel compensation	315	311

There were no amounts due to key management personnel that were waived in the year.

The above emoluments include amounts payable to the Accounting Officer (who is also the highest paid officer) of:

	2019 £'000	2018 £'000
Salary	106	102
Benefits in kind	-	-
	106	102
Pension contributions	17	17
Total emoluments	123	119

The governing body has adopted AoC's Senior Staff Remuneration Code in July 2019 and will assess pay in line with its principles in future. The remuneration package of key management staff, including the Principal, is subject to annual review by the Remuneration Committee of the governing body who use benchmarking information to provide objective guidance.

The Principal reports to the Chair of Governors, who undertakes an annual review of their performance against the college's overall objectives using both qualitative and quantitative measures of performance.

	2019	2018
Principal's basic salary as a multiple of the median of all staff	2.93	2.94

7: Other operating expenses

	2019 £'000	As restated 2018 £'000
Teaching departments	170	218
Non-teaching costs	1,141	1,183
Premises costs	484	463
Total	1,795	1,864

Non-teaching costs have been restated for receipts for trips and transport which were formerly netted off expenditure in previous years.

Other operating expenses include:	2019 £'000	2018 £'000
Auditor's Remuneration- external audit	13	13
Auditor's Remuneration- internal audit	13	15
Other services provided by the financial statements auditor:		
- VAT and legal services	-	18
Hire of assets under operating leases	12	8

8: Interest and other finance costs

	2019 £'000	2018 £'000
On bank loans, overdrafts and other loans:	14	12
	14	12
Net interest on defined pension liability (Note 22)	52	58
Total	66	70

9: Taxation

The College was not liable for any corporation tax arising out of its activities during the year.

10: Intangible assets (Software)	As restated £'000
Cost or valuation	
At 1 August 2018 as restated	331
Additions	22
Disposals	-
At 31 July 2019	353
Depreciation	
At 1 August 2018 as restated	279
Charge for year	27
Elimination in respect of disposals	-
At 31 July 2019	306
Net book value at 31 July 2019	47
Net book value at 31 July 2018 as restated	52

Intangible assets were previously included within tangible fixed assets and are now shown separately.

11: Tangible fixed assets

Land and Buildings	Equipment	Total
-----------------------	-----------	-------

St Brendan's Sixth Form College

	£'000	£'000	£'000
Cost or valuation			
At 1 August 2018 as restated	23,458	2,797	26,255
Additions	108	151	259
Disposals	-	(26)	(26)
At 31 July 2019	23,566	2,922	26,488
Depreciation			
At 1 August 2018 as restated	4,917	2,435	7,352
Charge for year	587	157	744
Elimination in respect of disposals	-	(26)	(26)
At 31 July 2019	5,504	2,566	8,070
Net book value at 31 July 2019	18,062	356	18,418
Net book value at 31 July 2018 as restated	18,541	362	18,903

Intangible assets were previously included within tangible fixed assets and are now shown separately.

As a designated institution, St Brendan's Sixth Form College operates under a Trust Deed established by the Roman Catholic Diocese of Clifton. Under the terms of the Trust, the Trustee (the Bishop) owns with absolute discretion the land curtilage. On 1 April 1993, all other buildings, property and land previously owned by the local education authority were transferred on trust to the Diocese. The deed of transfer was conditional on the land and property being used in the interests of the College. In September 2007 the Diocesan Trustees confirmed their intention that the site should continue to be used for its present purpose and that, subject to this, the College's use of the premises was secure for the next forty years.

The Board of Governors has considered the requirements of the F&HE SORP 2015 and do not think it is practicable to attribute a value to this benefit. Therefore, so as not to misrepresent the financial position of the College, the land and buildings held by the trust on 1 April 1993 and the transferred building and land assets are excluded from the balance sheet. Any additions to the fixed assets since that date are included and have been depreciated according to agreed schedules.

12: Trade and other receivables

	2019 £'000	2018 £'000
Amounts falling due within one year:		
Trade receivables	70	2
Prepayments and accrued income	142	164
Total	212	166

13: Current investments

	2019 £'000	2018 £'000
Short term deposits	1,373	1,511

Total	1,373	1,511
--------------	--------------	--------------

Deposits are held with banks and building societies operating in the London market and licensed by the Financial Conduct Authority with more than three months maturity at the balance sheet date. The interest rates for these deposits are fixed for the duration of the deposit at time of placement.

14: Creditors: amounts falling due within one year

	2019 £'000	2018 £'000
Bank loans and overdrafts (Note 15)	131	131
Deferred income - government capital grants	503	503
Trade payables	412	176
Other taxation and social security	112	108
Holiday pay accrual	181	161
Accruals and deferred income	262	213
Total	1,601	1,292

15: Creditors: amounts falling due after more than one year

	2019 £'000	2018 £'000
Bank loans (Note 16)	589	720
Deferred income - government capital grants	14,457	14,959
Total	15,046	15,679

16: Maturity of debt

	£'000 2019	£'000 2018
Bank loans and overdrafts are repayable as follows:		
In one year or less	131	131
Between one and two years	131	131
Between two and five years	393	393
In 5 years or more	65	196
Total	720	851

Total

The bank loan is with Allied Irish Bank and was initially repayable by 21 December 2024, in quarterly instalments, interest is charged at 0.75% over 3 month LIBOR. The loan is unsecured.

17: Provisions

	Defined benefit obligations £'000
At 1 August 2018	1,937
Expenditure in the period	(244)
Movement in period	2,067
At 31 July 2019	3,760

Further details on the defined benefit obligations can be found on Note 23.

18: Cash and cash equivalents

	At 1 August 2018 £'000	Cash flows £'000	Other Movements £'000	At 31 July 2019 £'000
Cash and cash equivalents	343	109	-	452
Total	343	109	-	452

19: Capital commitments

Commitments contracted for at 31 July

2019 £'000	2018 £'000
18	-

20: Lease obligations

At 31 July the College had annual commitments under non-cancellable operating leases as follows:

	2019 £'000	2018 £'000
Other		
Expiring within one year	11	9
Expiring within two and five years inclusive	8	11
Expiring in over five years	-	-
Total lease payments due	19	20

21: Contingencies

There are no contingencies included within these Financial Statements, neither is the College aware of any potential event or claim under which a material liability may arise in respect of the year to 31 July 2019 as at 12 December 2019.

22: Events after the reporting period

There were no events to report.

23: Defined benefit obligations

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

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was as at 31 March 2016 and of the LGPS 31 March 2016.

Total Pension Cost for the Year

	2019 £'000	2018 £'000
Teachers' Pension contributions paid	503	494
Local Government Pensions Scheme:		
Contributions paid	244	223
FRS 102 (28) charge	411	302
Charge to the Income and Expenditure Accounts (staff costs)	655	525
Enhanced pension charge to Income and Expenditure Accounts (staff costs)	-	-
Total Pension Cost for Year	1,158	1,019

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.

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 2016. 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 2019-20 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 £759,000 (2018: £796,000).

Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate funds administered by Bath and North East Somerset Council. The total contribution made for the year ended 31 July 2019 was £349,000, of which employer's contributions totalled £244,000 and employees' contributions totalled £105,000. The agreed contribution rates for future years are 17.3% for employers and range from 5.5% to 12.5% for employees, depending on salary.

Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31 March 2013 updated to 31 July 2019 by a qualified independent actuary.

	At 31 July 2019	At 31 July 2018
Rate of increase in salaries	3.7%	3.6%
Rate of increase for pensions in payment	2.3%	2.2%
Inflation assumption (CPI)	2.2%	2.1%
Discount rate	2.2%	2.9%

The current mortality assumptions include sufficient allowance for future improvements in mortality

rates. The assumed life expectations on retirement age 65 are:

St Brendan's Sixth Form College

	At 31 July 2019	At 31 July 2018
<i>Retiring today</i>		
Males	23.7	23.6
Females	26.2	26.1
<i>Retiring in 20 years</i>		
Males	26.3	26.2
Females	29.0	28.8

The assets and liabilities in the scheme (of which the College's share is estimated at 0.12%) were:

	Fair value at 31-Jul-19 £'000	Fair value at 31-Jul-18 £'000
Equities	3,009	2,275
Bonds	-	673
Other bonds	701	714
Property	354	540
Cash/liquidity	77	221
Other	2,289	1,382
Total fair value of plan assets	6,430	5,805

Actual return on plan assets	414	372
-------------------------------------	------------	------------

The amount included in the Balance Sheet in respect of the plan are as follows:

	2019 £'000	2018 £'000
Fair value of plan assets	6,430	5,805
Present value of plan liabilities	(10,190)	(7,742)
Net pension (liability)	(3,760)	(1,937)

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

	2019 £'000	2018 £'000
Amounts included in staff costs		
Current service cost	493	525
Past service cost curtailments	162	-
Total	655	525
Amounts included in interest costs	52	58
Amounts included in administration	8	8

McCloud

The decisions of the Court of Appeal in the Sargeant/McCloud cases (generally referred to for the LGPS as "McCloud") have ruled that the transitional protections afforded to older members when the Public Service Pension Schemes were amended constituted unlawful age discrimination. At this stage it is uncertain whether or not there will be an issue for the LGPS and its employers, nor is it clear what the exact extent would be of any required changes, but these accounts include an estimate for potential costs of £162k which are included as Past Service costs.

Amount recognised in Other Comprehensive Income	2019	2018
	£'000	£'000
Return on pension plan assets	242	233
Experience gains arising on defined benefit obligations	-	-
Changes in assumptions	(1,594)	574
Amount recognised in Other Comprehensive Income	(1,352)	807

Movement in net defined benefit (liability)/asset during the year	2019	2018
	£'000	£'000
Net defined benefit (liability)/asset in scheme at 1 August	(1,937)	(2,376)
Movement in year:		
Current employee service cost	(493)	(525)
Past service cost	(162)	-
Employer Contributions	244	223
Administration expenses	(8)	(8)
Curtailments	-	-
Net interest/return on assets	(52)	(58)
Actuarial gain or (loss)	(1,352)	807
Deficit in the scheme at 31 July	(3,760)	(1,937)

Asset and Liability Reconciliation

	2019	2018
	£'000	£'000
Changes in the present value of defined benefit obligations		
Defined benefit obligations at start of period	7,742	7,613
Current service cost	493	525
Interest cost	224	197
Contributions by Scheme participants	99	97
Experience (gains) and losses on defined benefit obligations	-	-
Changes in financial assumptions	1,594	(574)
Estimated benefits/transfers paid	(124)	(116)
Past service cost	162	-
Curtailments and settlements	-	-
Defined benefit obligations at end of period	10,190	7,742
Changes in fair value of plan assets	2019	2018
	£'000	£'000

St Brendan's Sixth Form College

Fair value of plan assets at start of period

	5,805	5,237
Interest on plan assets	172	139
Return on plan assets	242	225
Administration expenses	(8)	(8)
Employer contributions	244	233
Contributions by Scheme participants	99	97
Estimated benefits/transfers paid	(124)	(116)
	<u>6,430</u>	<u>5,805</u>

Fair value of plan assets at end of period

These accounts show a past service cost of £162k 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 March 2019. 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

24: 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 could 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.

The total expenses paid to or on behalf of the Governors during the year was £175; 1 governor (2018: £230; 1 governor). This represents travel and subsistence expenses and other out of pocket expenses incurred in attending Governor's meetings and charity events in their official capacity.

No governor has received any remuneration or waived payments from the College during the year (2018: None).

25: Amounts disbursed as agent

	2019 £'000	2018 £'000
Funding body grants – bursary	8	16
Funding body grants – discretionary learner support/free school meals	257	239
Interest earned	1	1
Disbursed to students	(173)	(189)
Administration costs	(10)	(11)
Balance unspent at 31 July, included in creditors	<u>83</u>	<u>56</u>

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