Registered number: 07208598

#### **DOVER CHRIST CHURCH ACADEMY**

(A Company Limited by Guarantee)

# ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019



#### (A Company Limited by Guarantee)

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS TRUSTEES, GOVERNORS, MEMBERS AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2019

#### Members

Dr John Moss
David Leah
Albert Victor Ashdown (retired 31 August 2019)
Lynette Turner (appointed 3 June 2019)
Pam Jones (appointed 1 September 2019)

#### **Trustees**

Dr John Moss, Chair of Trust (reappointed 25 June 2019)
Sue Parkin (reappointed 1 August 2019)
Dr Peter Gregory
Rebecca Jones
Graham Birrell
Carol Coleman (appointed 5 December 2018)
Alexandria Swan (appointed 5 December 2018)
Tanya Gilmurray (appointed 5 December 2018, resigned 26 September 2019)
Tim Baldwin (appointed 13 March 2019)
Stewart Haywood (resigned 16 January 2019)
Suzanne Stokes (appointed 1 September 2019)
Jamie Maclean, Principal

#### Governors

Dr John Moss, Chair of Trust (reappointed 25 June 2019)
Sue Parkin (reappointed 1 August 2019)
Dr Peter Gregory
Rebecca Jones
Graham Birrell
Carol Coleman (appointed 5 December 2018)
Alexandria Swan Parent Governor (appointed 5 December 2018)
Tanya Gilmurray Parent Governor (appointed 5 December 2018, resigned 26 September 2019)
Tim Baldwin (appointed 13 March 2019)
Stewart Haywood (resigned 2 March 2018)
Suzanne Stokes (appointed 1 September 2019)
Natasha Lewis Staff Governor (resigned 31 August 2019)
Jamie Maclean, Principal

#### Company registered number

07208598

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## REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 AUGUST 2019

#### Registered office

Rochester House St Georges Place Canterbury Kent CT1 1UT

#### Principal operating office

Melbourne Avenue Whitfield Dover Kent CT16 2EG

#### **Company secretary**

Alison Sear (resigned 31 August 2019) Iain Smith (appointed 1 September 2019)

#### Principal

Jamie Maclean

#### Senior management team

Jamie Maclean, Principal & Accounting Officer
Gary May, Vice Principal Student Wellbeing and Standards
David Hunt, Assistant Vice Principal SEND & PPI
Marcia Muir Assistant Vice Principal Student Well-being and Transition
Peter Rigby Assistant Vice Principal Teaching and Learning (resigned December 2018)
Jenny Tomkins Assistant Vice Principal Teaching and Learning (appointed January 2019)
Stefanie Zintel-Warner, Leader of Aspen 2
lain Smith, Director of Finance and Operations & Company Secretary

#### Independent auditors

Haysmacintyre LLP Statutory Auditors 10 Queen Street Place London EC4R 1AG

#### Bankers

Lloyds PO Box 1000 Sandgate Branch BX1 1LT (A Company Limited by Guarantee)

#### TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2019

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the year to 31 August 2019. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The trust operates an Academy for pupils aged 11 to 19 serving a catchment area in the district of Dover Kent. It has a pupil capacity of 990 and had a roll of 775 in the summer 2019 school census.

#### Structure, governance and management

#### Constitution

The academy trust is a company limited by guarantee and an exempt charity. The Academy is sponsored by Canterbury Christ Church University. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. Initially constituted on 30<sup>th</sup> March 2010 the memorandum and articles of association were reviewed and amended in 2015 in order to ensure sponsorship was appropriate to the changing needs of the Academy and its aspiration to become a small Multi-Academy Trust. The academy trust intends to adopt the latest model articles of association, as published by the Department for Education, in the 2019/20 academic year.

The trustees of Dover Christ Church Academy are also the directors of the charitable company for the purposes of company law.

Details of the trustees who served during the year are included in the Reference and Administrative Details on page 1.

#### Members' liability

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

#### Trustees' Indemnities

Employees and Trustees are covered by professional indemnity insurance for failings arising from the performance of their duties that may lead to civil liability. There are no other specific third-party indemnities beyond this which require reporting in the context of section 236 of the Companies Act 2006.

#### Method of recruitment and appointment or election of Trustees

The management of the Academy is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The Articles state that at least one Trustee must be a representative of the Principal Sponsor and up to nine additional trustees can be appointed by the Principal Sponsor. In addition, further Trustees can be appointed by unanimous agreement of all other Trustees as they think fit.

#### Policies and procedures adopted for the induction and training of Trustees

Trustees are appointed on the basis of the skills and experience that they are able to contribute to the leadership and management of the trust. Furthermore, all Trustees are given access to a full induction programme provided by the Academy and access to other professional training courses.

#### Organisational structure

The Trustees, the majority of whom are also governors, fulfil their responsibilities under the Companies Act 2006 and Charities SORP 2015 and delegate day to day operational management of the Academy to the Senior Leadership Team. The Senior Leadership Team consists of the Principal, Vice Principal, Leader of Aspen 2, Assistant Vice Principals and the Director of Finance and Operations. They control the Academy at an executive level and implement the policies set by the Trustees and report back to them. The organisational structure of the trust is reviewed at least annually in order to most effectively meet the needs of the Academy.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2019

#### Arrangements for setting pay and remuneration of key management personnel

The senior leadership team consists of the Principal, Vice Principal, Assistant Vice Principals, Leader of Aspen 2 and Director of Finance and Operations. All members of the Senior Leadership Team are paid according to the nationally published School Leadership Group Pay Range. Annual increases in pay are based on the achievement of performance goals which are approved by the governing body's pay committee. The performance review of the Principal and Director of Finance and Operations review is further moderated by an independent advisor appointed by the sponsor. No remuneration is awarded to the Academy trustees or governors other than staff governors and the Principal.

#### Trade union facility time

Dover Christ Church Academy had no employees who were relevant trade union officials during the year, and therefore incurred no costs in relation to paid facility time.

#### **Related Parties**

A number of the Trustees are staff of the sponsor, Canterbury Christ Church University. The sponsor also provides professional support for the Academy's teacher training and development programme.

#### **Objectives and Activities**

#### Objects and aims

The principal object of the Academy is to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum to students between the age of 11 and 19 serving a catchment area in the district of Dover in Kent.

#### Mission Statement

Canterbury Christ Church University is proud to be part of the unique community of Dover Christ Church Academy where everyone is valued, supported and challenged to achieve their very best. Through our partnership with the University, we all work hard to provide the highest quality education. We are committed to excellence, inspiring teaching in outstanding buildings, where students enjoy learning and make excellent progress. We believe that anything is possible, and through our high aspirations and everyone's hard work, students will achieve their goals and go on to live full and meaningful lives.

In order to support the Mission Statement the Academy has identified core Values:-

- The development of the whole person, respecting and nurturing the inherent dignity and potential of each individual
- The development and delivery of excellent teaching and learning
- The power of education and long life learning to transform individuals, communities and nations
- Our friendly, inclusive and professional community of students, staff and families preparing individuals to contribute to a just and sustainable future

#### Objectives, strategies and activities

The Academy's key attainment target for 2018/19 was to achieve appropriate outcomes for its KS4 students in line with their target information. Attainment of 5 GCSE including Eng/Maths fell from 32% to 31%: however, this figure includes 4 Aspen students, for whom GCSE qualifications are not appropriate. The Academy's P8 figure also fell from minus 0.68 to 0.9. These figures both contain Aspen students but the drop in performance can also be partly attributed to previous issues with teacher recruitment and retention.

#### **Public Benefit**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the charitable company.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2019

#### STRATEGIC REPORT

#### Achievements and performance

Examination results in 2019 saw the Academy outcomes remain below DfE floor standards in the progress 8 measures. Although progress 8 scores fell from minus 0.68 to 0.9 (including Aspen 2 students), the drop in performance was expected due to historical teacher shortages and other mitigating circumstances surrounding the mental health and wellbeing of our student body. Measures that the Academy put in place to improve results with the 2018/19 cohort were recognised by Ofsted as part of the Section 8 inspection this academic year, which stated the school had been 'transformed'.

Academic and vocational performance at KS5 remains strong with an average grade of a D (D- in 2018 at A level and a Merit (Pass + in 2018) in vocational qualifications.

An Ofsted inspection of the Academy took place in March 2019, the outcome of which was 'Requires Improvement' for overall effectiveness. However, the effectiveness of leadership and management; personal development, behaviour and welfare; and 16 to 19 study programmes were all rated Good and the continuing progress of the Academy was reported, including that: 'Since being appointed, the principal has transformed the school. The curriculum is now broad and balanced. A range of strategies have been put in place to improve teaching and pupils' progress.' The Academy has developed a robust improvement plan in response to the report, in particular, to secure further rapid progress in ensuring that the quality of teaching, learning and assessment and outcomes for pupils become Good as soon as possible. Recruitment and training programmes have proved successful, with fourteen staff members completing the NQT qualification within the academy last academic year. The Academy was also recognised as having the best training and support team in the county of Kent. The Academy is now fully staffed with subject specialists.

#### Key performance indicators

The Finance Committee regularly reviews key performance indicators with a particular focus on cost management and liquidity in order to ensure that the Academy's educational provision is soundly underpinned by a robust financial position.

Key performance indicators for the year ended 31 August 2019 and historical trend, were as follows:

	2019	2018	2017
Staff Cost as a % of total cost	75.4%	76.1%	74.8%
Liquidity – Current ratio	1.16:1	1.20:1	1.06:1

The Finance Committee is satisfied that these indicators were in line with expectations and will continue to review appropriate financial performance measures as the strategic plan for the Academy evolves in line with the national agenda for curriculum development.

#### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Academy 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. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2019

#### Financial review

The Academy's income for the period amounted to £5.9m (2018 £5.6m) virtually all of which is restricted funds. Income consisted largely of the General Annual Grant (GAG) of £4.8m (2018 £4.5m). Expenditure before defined benefit pension scheme adjustments was £6.3m (2018 £5.6m).

The Academy had pension liabilities relating to staff who are part of the Kent County Council Defined Benefits pension scheme of £3.1m; an increase of £0.9m from the prior year. Further details are included in the Statement of Financial Activities.

As a result of the pension fund liability, the Academy had negative reserves of £2.6m (2018 £1.6m) at the end of the year. The operating reserve held at the year-end, before adjustment for pension reserves, was £0.4m (2018 £0.6m).

#### Reserves policy

Where possible, the Trustees wish to increase unrestricted general funds going forward to support the educational priorities of the Academy and to meet unforeseen expenditures as they arise.

As at 31 August 2019, the Academy held general reserves of £126k (2018: £83k), restricted income funds (excluding pensions reserves) of £17k (2018: £135k) and restricted fixed asset funds of £273k (2018: £351k). The pensions reserve was (£3,052k) (2018: (£2,151k)) and total reserves were (£2,637k) (2018: (£1,582k)).

Free reserves at 31 August 2019, being undesignated, unrestricted funds not held in fixed assets, were £126k (2018: £83k).

#### **Investment Policy**

The Academy operates an investment policy that minimises risk whilst maintaining access to funds by earning interest on its bank deposits.

#### **Principal Risks and Uncertainties**

The Trustees have assessed the major risks to which the Academy is exposed, in particular those related to the operations and finances of the Academy, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The principal risks and uncertainties facing the Academy are as follows:

#### -Failure to exceed DfE floor standards.

With KS4 results falling below National floor for the previous two years the Academy must improve academic results in order to secure a better Ofsted judgement in the future and to ensure that our students are performing in line with national averages. Risks are being mitigated through a regular 6 week assessment process with planned intervention including Saturday school and after school sessions. Additional coaching support has been put in place for year 11 students. Further targeted intervention has been put in place based on year 11 current progress against targets and all intervention is targeted based on student need. A whole school strategy is in place to improve students' literacy through a school wide literacy programme and there is a new academy wide focus on the quality and quantity of students' work. This has been developed further as part of the academy's NLE support programme with an additional £15,000 funding invested in literacy this academic year. In addition, members of the governing body are linked to members of the Senior Leadership Team to monitor impact and to triangulate evidence provided by the Academy.

#### -Inability to maintain a balanced budget in the long term

Following the establishment of the Academy in 2010 student numbers fell sharply, and despite a number of cost saving initiatives deficit results were experienced over several years which consequently eroded reserves. Since 2016 student numbers have strengthened and forward projections reflect a continuation of this positive trend. Whilst overall reserves remain positive, the pressure on government funding at a national level together with the challenge of achieving a balanced cost base remain a key area of risk. This risk is being mitigated by regular monitoring of the Academy's financial position by the Trust Board and continued dialogue with the funding agencies.

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### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2019

#### **Fundraising**

The Academy is located in an area of high deprivation, with almost 45% of students in receipt of pupil premium funding. The Academy does not undertake fundraising campaigns to members of the public, nor does it use the services of third party fundraisers. The Academy considers the origin of unsolicited donations and legacies. The total donations income received in the 2019 financial year was £876 (2018 £347). The school did not receive any complaints about its fundraising practices during the year.

#### Plans for future periods

In order to achieve its strategic aims and objectives, the Academy must ensure that lessons maintain a high academic standard at all times. With a significant cohort of recently qualified teachers, it is essential that a rigorous programme of evaluation and training is maintained. The academy focus will continue on the development of departmental processes that support good learning throughout all key stages. The academy has also secured funding through the Teacher Support Programme and has devised a further training and support programme for all staff within their first four years in education. A programme of departmental review and improvement will ensure that new models designed to accelerate students learning are working effectively.

With significantly improved educational outcomes over time and further improvements in teaching and learning standards together with the recently redeveloped facilities, the Academy will deliver a high quality learning experience for the local community.

The Academy intends to build on improving educational outcomes and, with the continued support of its sponsor Canterbury Christ Church University, to make further improvements in teaching and learning standards in order to deliver a high quality learning experience for all its students and thereby become the automatic first choice non selective school in the area. The academy is also utilising Christ Church students to actively support learning in the academy and offer guidance to Dover Christ Church Academy students in academic performance and higher education.

Following the completion of the major new build and refurbishment project, the Academy is continuing to develop links with a wide range of clubs and societies in order to meet the broader needs of the local community.

#### Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

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

Trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 10th December 2019 and signed on the board's behalf by:

Dr John Moss Chair of Trustees

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#### **GOVERNANCE STATEMENT**

#### Scope of Responsibility

As trustees, we acknowledge we have overall responsibility for ensuring that Dover Christ Church Academy Trust has an effective and appropriate system of control, financial and otherwise. 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 trustees has delegated the day-to-day responsibility to the principal, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Dover Christ Church Academy and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

#### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Trustees and Governors Full Trust Board have formally met 4 times during the year. Four meetings in the year were considered to be sufficient as other key oversight and challenge was delegated to both the Curriculum & Standards and Finance & Operations committees. Attendance during the year at meetings of the Full Trust Board was as follows:

Trustee / Governor	Meetings attended	Out of a possible
Dr John Moss Chair of Trust (reappointed 1 July 2019)	4.	4
Sue Parkin (reappointed 1 August 2019)	4	4
Dr Peter Gregory	3	4
Rebecca Jones	2	4
Graham Birrell	0	4
Carol Coleman (appointed 5 December 2018)	3	3
Alexandria Swan (Parent Governor appointed 5 December 2018)	2	3
Tanya Gilmurray (Parent Governor appointed 5 December 2018)	<sup></sup> 3	3
Tim Baldwin (appointed 13 March 2019)	2	2
Suzanne Stokes (appointed 1 September 2019)	0	1
Stewart Haywood (resigned 16 January 2019)	1	1
Natasha Lewis, Staff Governor (resigned 31 August 2019)	2	4
Jamie Maclean, Principal and Accounting Officer	4	4

#### Governance review

During the year and following the end of his term of office Dr John Moss was reappointed as a Trustee for a further term of 4 years. Dr Moss was subsequently re-elected as Chair of the Trust. Dr Moss links directly with Senior Management Team staff at, Canterbury Christ Church University and with the support of four other trustees who are also senior members of the university, a robust and direct link with the sponsor is maintained ensuring continuation of support in key subject areas. Sue Parkin was also reappointed as a Trustee and retained her position as Co-Vice Chair and Chair of the Curriculum and Standards committee.

The effectiveness of the role and skills of trustees is subject to regular self-evaluation and the contribution of several educational specialists is recognised as a key asset. During the year, the board conducted a formal skills audit following guidance from the National Governance Association and has identified the need to grow the number of trustees including additional technical specialists and representatives of the parent body and the wider local community. As a consequence, two parent trustees were appointed together with two trustees with close links to the local community. In addition, a qualified Human Resources manager was appointed as a sponsor trustee. The Board has introduced a new training programme centred on using resources from the National Governance Association, NSPCC and other organisations. The Chair has joined a newly established group of Dover Chairs of Trusts, which has been set up to bring about further improvement in governance in the town.

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#### **GOVERNANCE STATEMENT (continued)**

The **Finance and Operations Committee** is a sub-committee of the Full Trust Board. Its purpose is to monitor and review income and expenditure on a regular basis, to consider potential financial risks and to assess their impact on the Academy.

Attendance at meetings in the year was as follows:

Trustee/Governor	Meetings attended	Out of a possible
Rebecca Jones (Chair)	3	3
Dr John Moss	2	3
Dr Peter Gregory	1 .	3
Tim Baldwin (appointed 13 March 2019)	1	1
Jamie Maclean, Principal	2	3

The **Curriculum and Standards Committee** is a sub-committee of the Full Trust Board. Its purpose is to monitor the curriculum, quality of learning and the achievement of academic standards, throughout the Academy.

Attendance at meetings in the year was as follows:

Trustee / Governor	Meetings attended	Out of a possible
Sue Parkin (Chair)	3	3
Dr John Moss	3	3
Dr Peter Gregory	3	3
Carol Coleman (appointed 5 December 2018)	3	3
Alexandria Swan (Parent Governor appointed 5 December 2018)	1	2
Tanya Gilmurray (Parent Governor appointed 5 December 2018)	1	2
Stewart Haywood (resigned 5 December 2018)	3	3
Natasha Lewis, (resigned 31 August 2019)	2	3
Jamie Maclean, Principal	, <b>3</b>	3

#### **Review of Value for Money**

As Accounting Officer, the Principal has responsibility for ensuring that the academy delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The Accounting Officer considers how the academy's use of its resources has provided good value for money during each academic year, and reports to the Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The Accounting Officer for the academy has delivered improved value for money during the year by using per capital funding to continue its focus on further improvements in the standard of teaching and learning together with effective and targeted intervention. Whilst the improvements in the academies teaching and learning cannot be seen in the 2018 outcomes, the academy has significantly improved its academic performance throughout all year groups through ensuring that the academy is fully staffed with specialists and procedures are in place to ensure rapid academic improvement.

Continuing the success of previous years the Academy arranged a number of promotional activities to encourage primary school students from the area to choose Dover Christ Church Academy as their preferred secondary school for year 7 entry. In addition, promotional activity has been targeted at the expansion of the post 16 provision. Both activities have underpinned the continued growth in overall student numbers and positive outlook for future growth.

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#### **GOVERNANCE STATEMENT (continued)**

#### 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 on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Dover Christ Church Academy for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements.

#### Capacity to Handle Risk

The board of trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

#### The Risk and Control Framework

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Trustees;
- regular reviews by the Finance and Operations Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines.
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of trustees has considered the need for a specific internal audit function and during the financial year to 31 August 2019 has decided that the Finance and Operations Committee would advise on financial matters and perform a range of checks on the academy's financial systems. In particular, checks were undertaken by Rebecca Jones (Chair of the Finance & Operations Committee) in the current period these included a full review of the processes underpinning the receipt, reconciliation and allocation of all sources of income including that arising from the Department for Education, Local Education Authority and other third party organisations.

#### **Review of Effectiveness**

As Accounting Officer, the Principal has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the external independent accountant;
- the financial management and governance self-assessment process;
- the work of the executive managers within the academy who have responsibility for the development and maintenance of the internal control framework.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance and Operations Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

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#### **GOVERNANCE STATEMENT (continued)**

Approved by order of the members of the Trustee Body on 10th December 2019 and signed on their behalf, by:

Dr John Moss Chair of Trustees Jamie Maclean Accounting Officer

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#### STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As Accounting Officer of Dover Christ Church Academy, I have considered my responsibility to notify the academy trust board of trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

I confirm that I and the academy trust board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2018.

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

Jamie Maclean Accounting Officer

Date: 10th December 2019

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### STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 AUGUST 2019

The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with the Academies Accounts Direction published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019
- make judgments and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

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

The trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from ESFA/DfE have been applied for the purposes intended.

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

Approved by order of the members of the board of trustees on 10th December 2019 and signed on its behalf by:

Ør John Moss Chair of Trustees

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INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF DOVER CHRIST CHURCH ACADEMY

#### **Opinion**

We have audited the financial statements of Dover Christ Church Academy for the year ended 31 August 2019 which comprise the Statement of Financial Activities incorporating Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes, 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 (United Kingdom Generally Accepted Accounting Practice) and the Academies 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 academy's affairs as at 31 August 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 Companies Act 2006 and the Academies Accounts Direction 2018 to 2019 issued by the Education and Skills Funding Agency.

#### Basis of 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 academy in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

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

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the academy'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 Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditor's report thereon. Our opinion on the financial statements does not cover the information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF DOVER CHRIST CHURCH ACADEMY

#### Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report including the Strategic Report for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the academy and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Strategic Report.

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

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

#### Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees (who are also the directors of the academy for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the academy's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the academy's 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 Council's website at: www.frc.org.uk/auditorsresponsibilities. The description forms part of our Auditor's report.

(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF DOVER CHRIST CHURCH ACADEMY

#### Use of our report

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

Tracey Young (Senior Statutory Auditor)

for and on behalf of

Haysmacintyre LLP

**Statutory Auditors** 

10 Queen Street Place London EC4R 1AG

Date: 12 December 2019

(A Company Limited by Guarantee)

## INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO DOVER CHRIST CHURCH ACADEMY AND THE EDUCATION AND SKILLS FUNDING AGENCY

In accordance with the terms of our engagement letter dated 27 September 2019 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Dover Christ Church Academy Trust during the period 1 September 2018 to 31 August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Dover Christ Church Academy and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Dover Christ Church Academy 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 Dover Christ Church Academy and ESFA, for our work, for this report, or for the conclusion we have formed

## Respective responsibilities of Dover Christ Church Academy's accounting officer and the reporting accountants

The accounting officer is responsible, under the requirements of Dover Christ Church Academy's funding agreement with the Secretary of State for Education dated 4 May 2010 and the Academies Financial Handbook, extant from 1 September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

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

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

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

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

The work undertaken to draw to our conclusion includes:

- Assessment of the control environment operated by the Academy.
- · Walkthrough testing of controls to ensure operational effectiveness.
- Substantive testing on a sample of expenditure items, ensuring expenditure is in accordance with the funding agreement and appropriately authorised.
- · Detailed testing on a selection of credit card statements and expense claims.
- Review of minutes and related party declarations provided by Trustees and senior management.

(A Company Limited by Guarantee)

INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO DOVER CHRIST CHURCH ACADEMY AND THE EDUCATION AND SKILLS FUNDING AGENCY

#### 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 year 1 September 2018 to 31 August 2019 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Haysmacintyre LLP

Reporting Accountant

10 Queen Street Place London EC4R 1AG

Date: 12/12/19

# DOVER CHRIST CHURCH ACADEMY STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2019 (incorporating and income and expenditure account)

			Restricted		•	
	Notes	Unrestricted general funds £	General funds £	Fixed assets funds	2019 Total funds	2018 Total funds £
Income from:						
Donations and capital grants	3	876	-	75,257	76,133	35,568
Charitable activities:			٠.			
Funding for the academy trust's educational operations	4	-	5,753,251		5,753,251	5,472,182
Other trading activities	5	. 46,793	-	-	46,793	61,620
Investments	6	4,578		<u>-</u>	4,578	1,971
Total		52,247	5,753,251	75,257	5,880,755	5,571,341
Expenditure on:						
Raising funds	· 7	9,124	-	-	9,124	24,911
Charitable activities: Academy trust educational operations	8		6,135,067	153,680	6,288,747	5,772,208
Total		9,124	6,135,067	153,680	6,297,871	5,797,119
Net income / (expenditure)		43,123	(381,816)	(78,423)	(417,115)	(225,778)
Other recognised (losses)/gains						
Actuarial (losses)/gains on defined benefit pension schemes	21	<del>_</del>	(637,000)	<del>-</del> _	(637,000)	669,000
Net movement in funds		43,123	(1,018,816)	(78,423)	(1,054,115)	443,223
Reconciliation of funds Total funds brought forward Total funds carried forward		82,815 125,938	(2,016,240) (3,035,055)	350,933 272,510	(1,582,492) (2,636,607)	(2,025,714) (1,582,492)

All of the Academy's activities derived from continuing operations during the above two financial periods. A Statement of Total Recognised Gains and Losses are included in the Statement of Financial Activities.

#### DOVER CHRIST CHURCH ACADEMY BALANCE SHEET AS AT 31 AUGUST 2019

Company number: 07208598

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed assets					
Tangible assets	12		230,682		363,736
Current assets					
Stock	13	2,386		6,198	
Debtors	14	141,993		238,930	
Cash at bank and in hand		1,178,005	•	982,630	
•		1,322,384		1,227,758	
<b>Liabilities</b> Creditors: Amounts falling due within one year	15	(1,137,673)		(1,022,986)	
Net current assets			184,711		204,772
Net assets excluding pension scheme liability			415,393		568,508
Defined benefit pension scheme liability	21		(3,052,000)		(2,151,000)
Total net assets			(2,636,607)		(1,582,492)
Restricted funds					
Fixed asset fund	16		272,510		350,933
Restricted income fund	1,6		16,945		134,760
Pension reserve	16	•	(3,052,000)		(2,151,000)
Total restricted funds			(2,762,545)		(1,665,307)
Unrestricted income funds					
General fund	16		125,938		82,815
Total funds			(2,636,607)		(1,582,492)

The financial statements and accompanying notes on pages 22-36 were approved by the trustees and authorised for issue on 10 December 2019 and are signed on their behalf by

Br John Moss Chair of Trustees

#### DOVER CHRIST CHURCH ACADEMY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 AUGUST 2019

	2019 • £	2018 £
Net cash inflow from operating activities		
Net cash provided by operating activities	136,167	190,805
Cash flows from investing activities	59,209	18,065
Change in cash and cash equivalents in the year	195,375	208,870
Cash and cash equivalents at the beginning of the year	982,630	773,760
Cash and cash equivalents at the end of the year	1,178,005	982,630
Reconciliation of net (expenditure) to net cash flow from operating activiti		
	2019 £	2018 £
Not (avacadity us) for the reporting paried (as per the statement of financial		
Net (expenditure) for the reporting period (as per the statement of financial activities  Adjusted for:	(417,115)	(225,778)
Depreciation charges	153,680	149,554
Capital grants from DfE and other capital income	(75,257)	(35,221)
Interest receivable	(4,578)	(1,971)
Defined benefit pension scheme cost less contributions payable	210,000	188,000
Defined benefit pension scheme finance cost	54,000	55,000
Decrease in stock	3,813	8,904
Decrease/(increase) in debtors Increase in creditors	96,937 114,687	(79,781) 132,097
Net cash provided by operating activities	136,167	190,805
	•	
Cash flows from investing activities	2019	2018
	£	2018 £
Interest receivable	4,578	1,971
Purchase of tangible fixed assets	(20,626)	(19,127)
Capital grants from DfE/ESFA	56,130	16,094
Capital funding received from sponsors and others	19,127	19,127
Net cash provided by investing activities	59,209	18,065
Analysis of cash and cash equivalents		
	2019 <u>£</u>	2018 £
Cash in hand and at bank	778,005	582,630
Notice deposits (less than 3 months)	400,000	400,000
Total cash and cash equivalents	1,178,005	982,630

#### 1 Accounting policies

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgements and key sources of estimation uncertainty, is set out below.

#### **Basis of Preparation**

The financial statements of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

#### **Going Concern**

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Income

All income is recognised when the academy trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

#### Grants

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the Statement of Financial Activities in the year for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised in full when there is an unconditional entitlement to the grant. Unspent amounts of capital grants are reflected in the balance sheet in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.

#### **Donations**

Donations are recognised on a receivable basis where the receipt is probable and the amount can be reliably measured.

#### Other Income

Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the academy trust has provided the goods or services.

#### 1 Accounting policies (continued)

#### Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

#### **Expenditure on Raising Funds**

This includes all expenditure incurred by the academy trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

#### **Charitable Activities**

These are costs incurred on the academy trust's educational operations, including support costs and costs relating to the governance of the academy trust apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

#### **Tangible Fixed Assets**

Assets costing £1,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of Financial Activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost of each asset, less their estimated residual value, over its expected useful life on the following bases:

Fixtures and fittings - 5% straight line Computer equipment - between 20% and 33% straight line Equipment - 33% straight line

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 Financial Activities.

#### **Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### 1 Accounting policies (continued)

#### Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

#### Leased Assets

Rentals under operating leases are charged on a straight line basis over the lease term.

#### **Financial Instruments**

The academy trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the academy trust and their measurement basis are as follows:

Financial assets – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments.

Cash at bank - is classified as a basic financial instrument and is measured at face value.

Financial liabilities – trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 15. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

#### Stock

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks

#### **Taxation**

The academy trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the academy trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by part 11, chapter 3 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.

#### 1 Accounting policies (continued)

#### **Pensions Benefits**

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 21, 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 scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to 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 Financial Activities 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

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

#### **Fund Accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the academy trust at the discretion of the trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Education and Skills Funding Agency/Department for Education.

#### Critical accounting estimates and assumptions

The academy trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

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 21, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 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 General Annual Grant (GAG)

Under the funding agreement with the Secretary of State the academy trust was subject to limits at 31 August 2019 on the amount of GAG that could be carried forward from one year to the next. An amount equal to 12% of GAG could be carried forward, of which up to 2% could be used for general recurrent purposes, with any balance being available for premises/capital purposes. The academy has not exceeded these limits during the year ended 31 August 2019.

#### 3 Donations and capital grants

	Unrestricted funds	Restricted general funds £	Restricted Fixed assets funds £	2019 Total funds	2018 Total funds £
Capital grants	-	0	75,257	75,257	35,221
Other donations	876			876	347
	876		75,257	76,133	35,568

In 2018, of the total income from donations and capital grants, £347 was to unrestricted funds and £35,221 was to restricted fixed asset funds.

#### 4 Funding for the Academy Trust's educational operations

·	Unrestricted funds	Restricted general funds	2019 Total funds	2018 Total funds £
DfE / ESFA grants				
General Annual Grant (GAG)	-	4,880,887	4,880,887	4,531,271
Other DfE / ESFA grants	-	341,019	341,019	475,324
	-	5,221,906	5,221,906	5,006,595
Other Government grants				
Local authority grants	-	503,149	503,149	431,752
Central government grants	-	12,907	12,907	10,399
Special educational projects	-	15,289	15,289	23,436
•		531,345	531,345	465,587
		5,753,251	5,753,251	5,472,182

In 2018, all income funding for the Academy Trust's educational operations was to the restricted general fund.

#### 5 Income from trading activities

	Unrestricted funds £	Restricted general funds	2019 Total funds	2018 Total funds £
Hire of facilities	21,041	_	21,041	19,906
Uniform sales	7,218	-	7,218	18,557
Other income	18,534 46,793	<u>-</u>	18,534 46,793	23,157 61,620

In 2018, all income from trading activities was unrestricted.

6	Investment income					
			Unrestricted	Restricted	2019	2018
			funds £	general funds £	Total funds £	Total funds £
	Short term deposits		4,578		4,578	1,971
			4,578		4,578	1,971
	In 2018, all investment income was	unrestricted.			·	
7	Expenditure		Non Pay F	Expenditure		
•	Expenditure	Staff	Hon i ay L	Experientare	2019	
		costs	Premises	Other	Total funds	
		<u>£</u>	£	£	<u>£</u>	
	Expenditure on raising funds Academy's educational operations:	-	-	9,124	9,124	
	Direct costs	4,074,041	28,263	559,030	4,661,334	
	Allocated support costs	673,634 4,747,675	614,767	<u>339,012</u> 907,166	1,627,413 6,297,871	
	•	4,747,073	043,030	907,100	0,237,871	
			Non Pay E	Expenditure		
		Staff	Premises	Other	2018 Total funds	
		costs £	Fremises £	Other £	total funds £	
	Expanditure on relains funds			24,911		
	Expenditure on raising funds Academy's educational operations:	•	-	24,911	24,911	
	Direct costs	3,708,482	24,268	422,338	4,155,088	
	Allocated support costs	684,324	588,668	344,128	1,617,119	
		4,392,806	612,935	791,377	5,797,119	
	Net (expenditure) for the year includes:			2019 £	2018 £	
	Operating lease rentals			15,186	10,600	
	Depreciation Fees payable to auditor for		•	153,680	149,554	
	Audit			12,600	12,250	
	Other services			4,450	4,450	
	In 2019, all expenditure on raising for	unds was unre	stricted.			
	Included within expenditure are the	following trans	•		•	
	Unrecoverable debts		Total £			
8	Charitable activities					
Ū	Onaritable activities				2019	2018
					Total funds	Total funds
		<del></del>			£	£
	Direct costs - educational operati				4,661,334	4,155,088
	Support costs - educational opera	ations			1,627,413 6,288,747	1,617,119 5,772,208
		<del> </del>			0,200,141	0,112,200
					2019	2018
	Analysis of support costs				Total funds £	Total funds £
	Support staff costs	•			673,634	684,324
	Depreciation				153,680	149,554
	Technology costs				76,147	66,324
	Premises costs				461,087	439,114
	Other support costs Governance costs				242,635 20,230	259,769 18,035
	Total support costs				1,627,413	1,617,119

In 2018, of the total expenditure from charitable activities, £5,622,654 was to the restricted general funds and £149,554 was to restricted fixed asset funds.

#### 9 Staff

#### Staff costs

Staff costs during the period were:

Staff costs during the period were.	2019 Total funds £	2018 Total funds £
Wages and salaries	3,469,287	3,227,280
Social security costs	327,924	300,933
Operating costs of defined benefit pension schemes	821,176	755,503
•	4,618,388	4,283,715
Agency staff costs	118,559	86,491
Staff restructuring costs	10,729	22,600
	4,747,675	4,392,806
Staff restructuring costs comprise:		•
Redundancy payments - 1 person (2018: 1 person)	10,729	22,600
	10,729	22,600

The average numbers of persons employed by the Academy during the period was as follows:

	2019	2018
	No.	No.
Teachers	66	69
Administration and support	. 60	63
Management	2	2
	128	134

#### Higher paid staff

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000, was:

	2019	2018
	No.	No.
£60,001 - £70,000	1	-
£70,001 - £80,000	. <b>1</b>	. 1
£80,001 - £90,000	1	. 2
£90,001 - £100,000		
£100,001 - £110,000	1	-

#### Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 2. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £620,884. (2018: £602,234).

#### 10 Trustees' remuneration and expenses

One or more trustees has been paid remuneration or has received other benefits from an employment with the academy trust. The principal only receive remuneration in respect of services they provide undertaking the roles of principal under their contracts of employment. The value of trustees' remuneration and other benefits was as follows:

	2019 £	2018 £
J Maclean, Principal and Trustee		
Remuneration	100,000 - 105,000	105,000 - 110,000
Employer's pension contributions paid	10,000 - 15,000	10,000 - 15,000

During the year ended 31 August 2019, no Trustees received any reimbursement of expenses (2018: £nil).

#### 11 Trustees' and Officers' insurance

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where the UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme.

12	Tangible fixed assets			•
	•	Furniture and	Computer	Total
		equipment £	equipment £	funds £
	Cost	50.405	200 200	040 604
	At 1 September 2018 Additions	59,425	890,269 20,626	949,694 20,626
	Disposals	<del>.</del> .	(91,344)	(91,344)
	At 31 August 2019	59,425	819,551	878,976
				•
	Depreciation At 1 September 2018	5,942	580,016	585,958
	Charge in year	2,971	150,709	153,680
	Disposals	-	(91,344)	(91,344)
	At 31 August 2019	8,913	639,381	648,294
	Net book value			
	At 31 August 2019	50,512	180,170	230,682
	At 31 August 2018	53,483	310,253	363,736
13	Stock			•
15	Stock		2019	2018 <sup>3</sup>
		<u> </u>	£	£
	Uniform stock	•	2,386	6,198
14	Debtors	•	2019	2018
			£ 2015	2018 £
	Trade debtors		8,601	18,428
	VAT recoverable		43,596	48,287
	Other debtors			
			2,165	17,890
	Prepayments and accrued income		87,631 141,993	154,326 238;930
			141,995	230;930
15	Creditors: amounts falling due within one year			•
15	Creditors, amounts failing due within one year		2019	2018
			£	£
	Trade creditors		158,919	169,505
	Taxation and social security		81,874	69,175
	Other creditors		647,231	624,316
	Accruals and deferred income		249,649	159,990
			1,137,673	1,022,986
	Deferred income			
	Deferred income at 1 September 2018		91,933	66,776
	Released during the year		(91,933)	(66,776)
	Resources deferred in the year		22,408	91,933
	Deferred income at 31 August 2019	·	22,408	91,933

At the balance sheet date the academy trust was holding funds received in advance for £22,408 (2018: £91,933) for the Autumn term 2019.

#### 16 Funds

	At 1 September 2018 £	Income £	Expenditure £	Gains and losses	At 31 August 2019
Restricted general funds					
General Annual Grant (GAG)	7,689	4,880,887	(4,884,538)	-	4,038
Pupil Premium	127,071	326,560	(453,631)	-	-
Other DfE/ESFA grants	-	14,459	(14,459).	-	•
Other central government grants	-	12,907	-	-	12,907
Kent County Council Canterbury Christ Church	-	503,149	(503,149)	-	-
University		15,289	(15,289)	-	-
Pension reserve	(2,151,000)	<u>-</u> _	(264,000)	(637,000)	(3,052,000)
-	(2,016,240)	5,753,251	(6,135,067)	(637,000)	(3,035,055)
Restricted fixed asset funds					
DfE/ESFA capital grants	40,679	54,631	(2,971)	-	92,339
Kent County Council	310,254	20,626	(150,709)		180,171
	350,933	75,257	(153,680)		272,510
Total restricted funds	(1,665,307)	5,828,508	(6,288,747)	(637,000)	(2,762,545)
Unrestricted funds					
General funds	82,815	52,247	(9,124)	-	125,938
Total unrestricted funds	82,815	52,247	(9,124)		125,938
Total of funds	(1,582,492)	5,880,755	(6,297,871)	(637,000)	(2,636,607)

#### General Annual Grant (GAG)

The General Annual Grant is funding from the DfE for the Academy's operating costs.

#### Pupil premium

Revenue funding from the ESFA to raise the attainment of disadvantaged pupils and close the gap between them and their peers. Expenditure on these activities exceeds the funding received and the additional costs are met by the General Annual Grant

#### **Kent County Council**

This grant is to fund the Academy's operating costs including those of the Aspen unit, in support of students with profound and multiple learning difficulties.

#### **Canterbury Christ Church University**

The Canterbury Christ Church University Grant was to contribute towards the Academy's teacher training and development programme.

#### **DfE/ESFA Capital Grants**

The DfE/ESFA Capital Grants were to fund the purchase of fixed assets.

#### Other central government

This fund comprises Teachfirst grants and funding from local authorities other than Kent for looked after children.

#### Kent County Council capital grant

This grant was to enable the Academy to purchase new IT equipment during the year.

Under the funding agreement with the Secretary of State, the academy was subject to a limit on the amount of GAG that it could carry forward at 31 August 2019. Note 2 discloses that this limit was not exceeded.

#### 16 Funds (continued)

#### Comparative information in respect of the preceeding period is as follows:

<u> </u>	At 1 September 2017 £	Income £	Expenditure £	Gains, losses and transfers	At 31 August 2018 £
Restricted general funds					
General Annual Grant (GAG)	(2,455)	4,531,271	(4,521,127)	-	7,689
Pupil Premium	-	384,512	(257,441)	-	127,071
Other DfE/ESFA grants	-	90,812	(90,812)	-	-
Other central government grants	930	10,399	(11,329)	-	-
Kent County Council Canterbury Christ Church	41,228	431,752	(472,980)	-	
University	2.529	23,436	(25,965)	_	_
Pension reserve	(2,577,000)	20,400	(243,000)	669,000	(2,151,000)
	(2,534,768)	5,472,182	(5,622,654)	669,000	(2,016,240)
Doctricted five decoat freeds					
Restricted fixed asset funds	27.550	. 40.004	(0.074)		. 40.070
DfE/ESFA capital grants	27,556 427,740	16,094	(2,971)	-	40,679
Kent County Council	437,710	19,127	(146,583)		310,254
	465,266	35,221	(149,554)		350,933
Total restricted funds	(2,069,502)	5,507,403	(5,772,208)	669,000	(1,665,307)
Unrestricted funds					
General funds	43,788	63.938	(24,911)	-	82,815
Total unrestricted funds	43,788	63,938	(24,911)		82,815
Total funds	(2,025,714)	5,571,341	(5,797,119)	669,000	(1,582,492)

#### 17 Analysis of net assets between funds

Analysis of net assets between funds				
			Restricted	
	Unrestricted	Restricted	fixed asset	
	funds	general funds	funds	Total funds
	£	<u>£</u>	£	£
Fund balances at 31 August				
2019 are represented by:				
Tangible fixed assets	-	•	230,682	230,682
Current assets	125,938	1,154,618	41,828	1,322,384
Current liabilities	-	(1,137,673)	-	(1,137,673)
Pension scheme liability		(3,052,000)		_(3,052,000)
Total net assets	125,938	(3,035,055)	272,510	(2,636,607)
Comparative information in respect of	the preceeding period is	as follows:		
			Restricted	
	Unrestricted	Restricted	fixed asset	
	funds	general funds	funds	Total funds
	£	£	£	£
Fund balances at 31 August				
2018 are represented by:			000 700	222 722
Tangible fixed assets	-	- 4 4 5 7 7 4 0	363,736	363,736
Current assets	82,815	1,157,746	(12,803)	1,227,758
Current liabilities	-	(1,022,986)	-	(1,022,986)
Pension scheme liability		(2,151,000)		(2,151,000)
Total net assets	82,815	(2,016,240)	350,933	(1,582,492)
Commitments under operating leases				
At 31 August 2019 the total of the Acader cancellable operating leases was:	my Trust's future minimum	lease payments ur	nder non-	
cancellable operating leases was.			2019	2018
			2019 £	2018 £
Amounto duo within and year			19,162	15,186
Amounts due within one year  Amounts due between one and five years			35,817	16,483
Amounts due between one and live years	,		54,070	- 10,403

#### 19 Members liability

18

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

#### 20 Related party transactions

No related party transactions took place in the period of account, other than certain trustees' remuneration already disclosed in note 10.

54,979

#### 21 Pensions and similar obligations

The academy trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Kent County Council. Both are multi-employer defined benefit schemes

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016.

The employer's pension costs paid to TPS in the period amounted to £380,586 (2018: £350,138). There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

#### **Teachers' Pension Scheme**

The TPS is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

#### Valuation of the Teachers' Pension Scheme

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2016 and the Valuation Report, which was published in March 2019, confirmed that the employer contribution rate for the TPS would increase from 16.4% to 23.6% from 1 September 2019. Employers are also required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 23.68%.

The 31 March 2016 Valuation Report was prepared in accordance with the benefits set out in the scheme regulations and under the approach specified in the Directions, as they applied at 5 March 2019. However, the assumptions were considered and set by the Department for Education prior to the ruling in the 'McCloud/Sargeant case'. This case has required the courts to consider cases regarding the implementation of the 2015 reforms to Public Service Pensions including the Teachers' Pensions.

On 27 June 2019 the Supreme Court denied the government permission to appeal the Court of Appeal's judgment that transitional provisions introduced to the reformed pension schemes in 2015 gave rise to unlawful age discrimination. The government is respecting the Court's decision and has said it will engage fully with the Employment Tribunal as well as employer and member representatives to agree how the discriminations will be remedied.

The TPS is subject to a cost cap mechanism which was put in place to protect taxpayers against unforeseen changes in scheme costs. The Chief Secretary to the Treasury, having in 2018 announced that there would be a review of this cost cap mechanism, in January 2019 announced a pause to the cost cap mechanism following the Court of Appeal's ruling in the McCloud/Sargeant case and until there is certainty about the value of pensions to employees from April 2015 onwards.

In view of the above rulings and decisions the assumptions used in the 31 March 2016 Actuarial Valuation may become inappropriate. In this scenario, a valuation prepared in accordance with revised benefits and suitably revised assumptions would yield different results than those contained in the Actuarial Valuation.

Until a remedy to the discrimination conclusion has been determined by the Employment Tribunal it is not possible to conclude on any financial impact or future changes to the contribution rates of the TPS. Accordingly no provision for any additional past benefit pension costs is included in these financial statements.

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

Under the definitions set out in FRS 102, the TPS is a multi-employer pension scheme. The academy trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy trust has set out above the information available on the scheme.

#### 21 Pensions and similar obligations (continued)

#### **Local Government Pension Scheme**

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2019 was £225,000 (2018: £213,000), of which employer's contributions totalled £173,000(2018: £162,000) and employees' contributions totalled £53,000 (2018: £51,000). The agreed contribution rates for future years are 21% for employers and between 5.5% and 7.5% per cent for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

#### Principal actuarial assumptions

	At 31	At 31	
	August 2019	August 2018	
Rate of increase of salaries	3.70%	3.80%	
Rate of increase for pensions in payment/inflation Discount rate for scheme liabilities	2.20% 1.85%	2.30% 2.65%	

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

#### **Current mortality rates**

	At 31 August 2019	At 31 August 2018
Retiring today		
Males	22.1	23.1
Females	24.0	25.2
Retiring in 20 years		
Males	23.7	25.3
Females	25.8	27.5

#### Sensitivity analysis

	At 31 August 2019 £'000	At 31 August 2018 £'000
Discount rate +0.1%	6,317	5.127
Discount rate -0.1%	6,633	5,381
Mortality assumption – 1 year increase	6,709	5,432
Mortality assumption – 1 year decrease	6,245	5,078
CPI rate +0.1%	6,612	5,365
CPI rate -0.1%	6,337	5,142

#### 21 Pensions and similar obligations (continued)

The academy trust's share of the assets in the scheme were:

The academy dust's share of the assets in the scheme were.		
	Fair value at 31 August 2019 £	Fair value at 31 August 2018 £
Equities Gilts Other bonds Property Cash and other liquid assets Absolute return fund Total market value of assets	2,332,000 24,000 309,000 399,000 91,000 266,000 3,421,000	2,113,000 24,000 275,000 384,000 95,000 210,000 3,101,000
The actual return on scheme assets was £320,000 (2018: £426,000)		
Amount recognised in the statement of financial activities	2019 £	201 <u>8</u> £
Current service cost (net of employee contributions) Interest cost Admin expenses Total amount recognised in the SOFA	(382,000) (54,000) (1,000) (437,000)	(339,000) (65,000) (1,000) (405,000)
Changes in the present value of defined benefit obligations were	as follows:	
	2019 £	2018 £
Opening defined benefit obligation Current service cost Interest cost Employee contributions Change in financial assumptions Change in demographic assumptions Estimated benefits paid net of transfers in Closing defined benefit obligation	5,252,000 382,000 139,000 53,000 1,026,000 (331,000) (48,000)	5,398,000 339,000 140,000 51,000 (617,000) - (59,000) 5,252,000
Changes in the fair value of academy's share of scheme assets:	o, o, e o o	5,252,555
	2019 £	2018 £
Fair value of scheme assets at 1 September 2018 Return on assets less interest Administration expenses Interest income Employer contributions Employee contributions Benefits paid Estimated benefits paid plus unfunded net of transfers in At 31 August 2019	3,101,000 58,000 (1,000) 85,000 173,000 53,000 (48,000)	2,821,000 52,000 (1,000) 75,000 162,000 51,000 (59,000)
<del> </del>	2, 121,000	5, 15 1,000