

# Woodbrook Vale School

Registered number: 07671486

## Trustees' report and financial statements

For the year ended 31 August 2018

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**WOODBROOK VALE SCHOOL**  
**(A Company Limited by Guarantee)**

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# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **Members**

Mr A J Gostelow  
Dr C J Hamilton (resigned 26 April 2018)  
Mrs E K Rousham (not a Trustee)  
Mrs J C Kavanagh  
Mr G C Brown  
Mrs E J Moore (not a Trustee) (appointed 13 September 2018)

#### **Trustees**

Mr A J Gostelow  
Dr C J Hamilton (resigned 26 April 2018)<sup>1</sup>  
Mrs J C Kavanagh<sup>1</sup>  
Mrs C Anderson (appointed 15 March 2018)<sup>1</sup>  
Dr T N Birkinshaw<sup>1</sup>  
Mr G C Brown, Chair<sup>1</sup>  
Mr W R Sharp (resigned 2 October 2018)<sup>1</sup>  
Mr G M Peat, Headteacher and Accounting Officer<sup>1</sup>  
Mrs S A Bood  
Mr P Morris (appointed 29 November 2017)  
Mr A Shepherd (resigned 5 March 2018)<sup>1</sup>  
Mr R A H Gill<sup>1</sup>  
Mrs S Moreland, Staff Trustee  
Mr J Donoghue<sup>1</sup>  
Dr S D Marshall  
Mr D Round<sup>1</sup>  
Mrs N Raphael (appointed 13 September 2018)

<sup>1</sup> Members of the Staffing, Finance and Buildings Committee

#### **Company registered number**

07671486

#### **Company name**

Woodbrook Vale School

#### **Principal and registered office**

Woodbrook Vale School, Grasmere Road, Loughborough, Leicestershire, LE11 2ST

**WOODBROOK VALE SCHOOL  
(A Company Limited by Guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS TRUSTEES AND  
ADVISERS  
FOR THE YEAR ENDED 31 AUGUST 2018**

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**Advisers (continued)**

**Company secretary**

Mr D Green

**Senior management team**

Mr G Peat, Headteacher  
Mrs A Vann, Deputy Headteacher (resigned 31/12/2017)  
Mrs S Anderson, Deputy Headteacher  
Mr P Hayes, Assistant Headteacher  
Mrs T Rowe, Assistant Headteacher (resigned 31/08/2018)  
Mr D Green, Business Manager  
Mr P Hynes, Deputy Headteacher (appointed 09/04/2018)

**Independent auditor**

Mazars LLP, Park View House, 58 The Ropewalk, Nottingham, NG1 5DW

**Bankers**

NatWest, Loughborough, Leicestershire, LE11 3NZ

**Solicitors**

Michelmores, 48 Chancery Lane, London, WC2A 1JF

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the 1 September 2017 to 31 August 2018. 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 16 serving a catchment area in Loughborough. It had 788 students on the October 2016 School Census.

#### **Structure, governance and management**

##### **a. CONSTITUTION**

The Academy Trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the Academy trust. The Trustees of Woodbrook Vale School are also the directors of the Charitable Company for the purposes of company law. The Charitable Company is known as Woodbrook Vale School.

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

##### **b. 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.

##### **c. RELATED PARTIES AND OTHER CONNECTED CHARITIES AND ORGANISATIONS**

Woodbrook Vale School is a single Academy, financially independent and does not work in federation with any other organisation. However, Woodbrook Vale School does work collaboratively with other local schools, universities, colleges and businesses to help raise achievement and gain best value.

##### **d. TRUSTEES' INDEMNITIES**

Trustees and Governors may benefit from any indemnity insurance purchased at the Academy trust's expense to cover the liability of the Trustees which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Academy Trust. Provided that any such insurance shall not extend to any claim arising from any act or omission which the Trustees knew to be a breach of trust or breach of duty or which was committed by the Trustees, in reckless disregard to whether it was a breach of trust or breach of duty or not and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Trustees in their capacity as directors of the Academy Trust.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **e. METHOD OF RECRUITMENT AND APPOINTMENT OR ELECTION OF TRUSTEES**

The Trustees shall not be less than three but (unless otherwise determined by original resolution) shall not be subject to any maximum.

Subject to Articles 48, 49 and 64, the Academy Trust shall have the following composition;

- a) Up to eight Governors (including the members), appointed under Article 50;
- b) Up to three Staff Governors, appointed under Article 50a;
- c) Three Parent Governors appointed under Articles 53 58;
- d) The Headteacher;
- e) Up to two additional Governors appointed pursuant to Article 51; and
- f) Any additional/further Governors. If appointed under Article 62 62A 63 or 68A.

The Academy trust may also have any Co opted Governors appointed under Article 59.

The term of office for any Trustee shall be 4 years. Subject to remaining eligible any Trustee may be reappointed or re elected. No time constraints apply to the Head Teacher.

At the first Full Governing Body (FGB) meeting each year the Trustees elect a chairperson, vice-chairperson and members of the two other committees being Curriculum & Pupils Committee (C&P) and Staff, Finance and Buildings Committee (SF&B).

#### **f. POLICIES AND PROCEDURES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

The training and induction provided for each new Trustee and Governor will depend on their existing experience. The Academy Trust purchases support from the Governor Development Service (GDS) provided by Leicestershire County Council in the form of a Service Level Agreement (SLA). The SLA provides individual and FGB training through an annual course directory which is reviewed each year to reflect any changes in practice and legislation. Trustees and Governors receive a copy of the termly magazine 'School Governor'. Also included within the SLA is membership of the National Governors Association.

#### **g. PAY POLICY FOR KEY MANAGEMENT PERSONNEL**

The Academy Trust Recognises its responsibility to:

- Adopt a Pay Policy to provide a clear framework for the management of pay and grading issues for all staff employed in the school.
- Take decisions in accordance with key principles of public life (Nolan), including objectivity, openness and accountability.
- Ensure fair and transparent policy to determine the pay and grading for all staff employed in the school, which takes account of the conditions of service under which staff are employed.
- Comply with relevant legislation including the Equality Act 2010, the Employment Relations Act 1999, the Part-time Workers (Prevention of Less Favourable Treatment) Regulations 2000, the Fixed Term

Employees (Prevention of Less Favourable Treatment) Regulations 2002, and will ensure that all pay related decisions are taken equitably and fairly in compliance with statutory requirements.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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- Adopt a whole school approach to pay issues. Pay decisions will take account of the resources available to the school. The school staffing structure will support the school improvement plan. The Governing Body will exercise its discretionary powers using fair, transparent and objective criteria in order to secure a consistent approach in school pay decisions.
- Ensure that all pay progression decisions for all teaching staff are linked to annual appraisal of performance and to ensure that this is achieved in a fair equitable and transparent way following consultation with staff and recognised trade unions.
- Ensure that every teacher's salary (including the salary of the Headteacher) is reviewed on an annual basis with effect from 1 September. The review will be completed no later than 31 October each academic year.

#### **h. TRADE UNION FACILITY TIME**

Woodbrook Vale has no members of staff who receive paid Trade Union Facility time.

#### **g. ORGANISATIONAL STRUCTURE**

The Academy Trust management structure consists of the Trustees, the Governors, the Senior Leadership Team, the Heads of Year and the Heads of Faculty. The aim of the management structure is to devolve responsibility and encourage decision making at all levels.

The Board of Trustees continue to delegate powers down to the three committees made up of Trustees and Governors, who are responsible for the strategic development of the Academy. FGB is responsible for, amongst other things, adopting an annual School Improvement Plan and approving an annual budget. SF&B committee regularly monitors the Academy budget and receives management information in respect of income and expenditure for both revenue and capital projects. C&P monitors and reviews teaching, learning and pastoral matters across the school.

The Senior Leadership Team (SLT) comprises of the Headteacher, two Deputy Headteachers, two Assistant Headteachers and the School Business Manager. The SLT manage the Academy at an executive level implementing the policies laid down by the Trustees and Governors and report upon them.

There are 5 Heads of Year, 1 for each year intake. Heads of Year are responsible for pupil progress and pupil welfare on a day to day basis.

Heads of Faculty are responsible for the day to day operation of curriculum subject areas and organisation of their teaching staff, capital resources, facilities and students.

All staff within the management structure receive delegated budgets and are responsible for the authorisation of spending within the agreed levels.

# WOODBROOK VALE SCHOOL (A Company Limited by Guarantee)

## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

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### Objectives and Activities

#### a. OBJECTS AND AIMS

Woodbrook Vale School is a place where each student is given the best education in a safe and caring environment, where every child is encouraged to succeed in his or her own way; where the curriculum is exciting and challenging; and where each student can learn in a personalised and innovative manner.

School Vision, Aims and Mission:

Our school motto of "Aspire Enjoy Succeed" encapsulates the ethos of the school and is the cornerstone of everything we do. Our school is a learning community for students of all ability.

**We want all our students to be:**

- **Motivated and enthused** by the challenge of learning
- **Aspirational** and determined to fulfil their individual potential
- **Inspired** to enjoy and succeed in all aspects of learning.
- **Proud** of their own achievements and to value, respect and celebrate the success of others.
- **Positive** contributors to whole school life and within the local community
- **Resilient**, life-long learners who are well prepared for their post-16 destination and for life in the modern world.
- **Mature** young people with high self-esteem
- **Accountable** citizens who are responsible, respectful and tolerant within a diverse and evolving society

Our vision is that Woodbrook Vale School will provide each student with an outstanding education in a caring, calm, safe and supportive environment. Learning will be engaging, challenging and inspiring so that each student will achieve individual excellence and be the best that they can be.

To achieve this we will:

- Provide a caring, safe and stimulating learning environment
- Focus on inspiring, creative and effective teaching and learning across a broad and balanced curriculum
- Create personalised and inclusive opportunities that motivate and recognise the potential of each individual
- Have the highest expectations of all staff and provide a supportive environment that will enable them to develop professionally and be valued as one collective staff team
- Develop leadership skills by ensuring that leaders at all levels act as positive role models and lead by example
- Provide enrichment through extra-curricular activities
- Promote equal opportunity in all aspects of school life
- Work in partnership to develop effective communication and collaboration between students, parents/carers, staff, governors and the local community, including primary school and post-16 transition
- Invest in social, moral, spiritual and cultural development of every student
- Deliver effective guidance to prepare students to make appropriate choices in our rapidly changing world
- Ensure that financial resources are used effectively to benefit our current students

Woodbrook Vale School is for a whole range of students. We are, and want to be, a truly comprehensive school that values all people equally but meets their needs individually. We aim to:

- Promote collaboration and teamwork between all members of the school community and beyond including students, parents, staff, Trustees and Governors, and external partners.
- Care for each student's personal, moral and spiritual development;
- Develop in each pupil the skills and motivation to take part in lifetime learning and to be active citizens in our rapidly changing society;
- Provide a supportive, disciplined and stimulating environment.



# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **b. OBJECTIVES, STRATEGIES AND ACTIVITIES**

The Academy has a continuous programme of self evaluation and this is summarised in the Academy Self Evaluation Form (SEF). Individual faculties are also involved in a rolling cycle of self evaluation. Action points arising from the evaluation are then developed in the School Improvement Plan. Key priorities are identified for the whole school annually and these are incorporated into individual faculty plans.

Key priorities were agreed as:

1. Ensuring high achievement (progress and attainment), including the closing of achievement gaps;
2. Developing outstanding teaching and learning across the school by providing aspiration and challenge for all students;
3. Developing outstanding practice through effective networking and collaboration

#### **c. PUBLIC BENEFIT**

The Trustees and Governors have complied with the duty in Section 4 of the Charities Act 2006, to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. In particular, the Trustees and Governors consider how planned activities will contribute to the aims and objectives they have set. The Academy has provided a fully comprehensive education to all pupils in its care. It fully complies with all statutory guidance and seeks to support its wider educational objectives via a strong community role. The Trust's premises are used on a regular basis by Leicester City FC – PL KICKS programme, Loughborough Foxes Ladies FC, Premier Soccer Coaching, Stagecoach, Chamwood Drawing and Painting Club, Live to be Fit and Zumba Fitness.

#### **Strategic report**

##### **a. ACHIEVEMENTS AND PERFORMANCE**

Woodbrook Vale School has a consistently strong record of GCSE results and is classified by the DfE as an "above average" school.

Achievement (in terms of progress and attainment) is high, exceeding national averages across all key performance indicators. The school's Progress 8 score is significantly positive at +0.24, making Woodbrook Vale one of the highest performing secondary schools in Leicestershire and nationally. The school's 2018 Attainment 8 score was 49.5, 75% of students achieved a 4 or above grade in English and maths; 50% of students achieved a "strong" pass (5 or above) in both subjects.

Achievement across most subjects was strong, including Mathematics, English Language and English Literature. Predictions indicate that achievement will be significantly above national average across a range of key performance measures in 2019.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **b. KEY PERFORMANCE INDICATORS**

	2017	2018
Wages and salaries to ESFA GAG Income	68%	68%
Wages and salaries to Total Income	57%	56%
Wages and salaries to Total Expenses	55%	56%

#### **c. GOING CONCERN**

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy Trust 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 can be found in the Statement of Accounting Policies.

#### **Financial review**

##### **a. RESERVES POLICY**

It is intended that the Trustees and Governors will continue to regularly monitor the reserve levels of the Academy as part of the monthly budget monitoring process. This review encompasses the nature of income and expenditure streams, and identifies the need to match income with existing commitments. The Academy continues to use its surplus balances by investing in the infrastructure of the school site. At the end of 2017/18 restricted reserves of £123k (2017:£105k) (excluding the pension reserve) and unrestricted of £378k (2017: £333k) were held by the Academy.

##### **b. PRINCIPAL RISKS AND UNCERTAINTIES**

The Trustees and Governors have responsibility to assess the major risks to which the Academy is exposed. The FGB has approved a risk register to formally identify the risks, financial and otherwise, to which the Academy is exposed. An effective system of internal controls is in place to minimise these risks. Where significant financial risk remains, adequate insurance cover is in place. A systematic analysis of all other risks that could affect the Academy's ability to perform its strategic obligations is now underway and will feed in to Business Continuity planning.

The Academy manages its risks appropriately. We consider that risks such as the uncertainty over the LGPS deficit and future changes to GAG funding due to the introduction of a national funding formula will feature in the financial risk register as the main areas of concern.

The Academy Trust has undertaken a financial risk assessment based on potential key risks identified as:

- Not operating within its budget and running a deficit
- Changes in funding
- Inappropriate or insufficient financial controls and systems
- Fraudulent activity
- Financial commitments made without adequate authorisation

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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The key controls used by the Academy to reduce risk include:

- Detailed terms of reference for all committees
- Formal agendas for the Academy board and committees
- Formal agreement of Annual Budget
- Schemes of delegation and formal financial regulations
- Formal written policies
- Clear authorisation and approval levels
- Budget Monitoring and Cashflow forecasting

#### **c. FINANCIAL REVIEW**

The majority of Woodbrook Vale School annual income is obtained from the Department for Education (DfE) via the Education and Skills Funding Agency (ESFA) in the form of a General Annual Grant (GAG), the use of which is restricted for particular purposes. Such grants and all associated expenditure are shown as restricted funds in the statement of financial activities for the year ending 31st August 2018.

At 31 August 2018, the general unrestricted fund surplus amounted to £378k (2017: £333k).

The Academy's Finance Policy was agreed by Governors on 13 June 2017. This document sets out key financial responsibilities in line with the Academies Financial Handbook. All expenditure of the Academy Trust is made in line with this Policy which supports the provision of Education of all pupils on roll.

#### **d. INVESTMENT POLICY**

Trustees and Governors have adopted an Investment Policy which is included in the Finance Policy. It allows for surplus funds to be invested in low risk short term bonds with high street banks.

#### **Fundraising**

The school undertakes fund raising events for such charities as Children in Need and Matt Hampson Foundation. The school collects and banks all donations. The school does not use any commercial participators or professional fundraisers.

#### **Plans for future periods**

##### **a. PLANS FOR FUTURE PERIODS**

Woodbrook Vale has now completed its conversion to an 11 to 16 Academy, and has seen students complete four full sets of formal examinations. The school has expanded significantly since 2013, and now has 788 students on roll (October School Census; 2018). The school is currently oversubscribed and has operated a waiting list for the past five years. Figures received from Leicestershire County Council have recently confirmed that the projected Year 7 student number on roll for 2018-2019 is again above Woodbrook Vale's Published Admission Number (PAN). Numbers on roll are forecast to reach circa 800 in future years.

In August 2015, the school opened a new on site sports centre, including an integrated classroom. This facility is now used by students on a daily basis. An additional 24 car parking spaces (and 2 disabled bays) are now available, with associated road widening developments to improve access to the sports centre. An extension to Woodbrook Vale's dining facilities was completed in August 2016, increasing the size of the dining hall by 140 square metres. A CIF bid was successfully submitted for the 2017/18 academic year to replace windows in the main school building. This work has now been completed.

The Academy continues to show a balanced revenue budget which has been approved by the Staffing and Building Governors Committee. A surplus budget in the region of £500k is projected for 2018/2019. The budget

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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will be continually monitored and reported on each month throughout the financial year.

The Senior Leadership Team and governors meet regularly to ensure the Academy is in the best position to match funding (including Pupil Premium funding) to required resources and achieve value for money. Partnerships with other local schools are also being explored to carry out benchmarking activities and to secure benefits related to 'economies of scale'.

#### **FUNDS HELD AS CUSTODIAN**

There are no funds held as Custodian Trustee on behalf of others.

#### **DISCLOSURE OF INFORMATION TO AUDITOR**

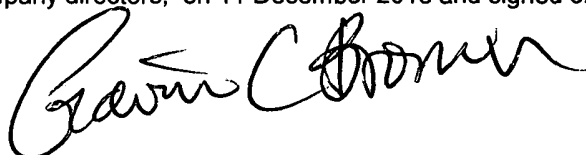
Insofar as the Trustees are aware:

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

#### **AUDITOR**

The auditor, Mazars LLP, has indicated its willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditor at a meeting of the Trustees.

The Trustees' Report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 11 December 2018 and signed on its behalf by:



**Mr G C Brown**  
**Chair of Trustees**

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **GOVERNANCE STATEMENT**

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#### **SCOPE OF RESPONSIBILITY**

As trustees, we acknowledge we have overall responsibility for ensuring that Woodbrook Vale School 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 Headteacher, 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 Woodbrook Vale School 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 board of trustees has formally met 4 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustee	Meetings attended	Out of a possible
Mr A J Gostelow	4	5
Dr C J Hamilton	2	5
Mrs J C Kavanagh	3	5
Mrs C Anderson	2	2
Dr T N Birkinshaw	5	5
Mr G C Brown, Chair	4	5
Mr W R Sharp	5	5
Mr G M Peat, Headteacher and Accounting Officer	5	5
Mrs S A Bood	4	5
Mr P Morris	4	4
Mr A Shepherd	0	2
Mr R A H Gill	5	5
Mrs S Moreland, Staff Trustee	5	5
Mr J Donoghue	5	5
Dr S D Marshall	3	5
Mr D Round	4	5

The Governing body has attended training events through Leicestershire Governor Training Services. This has enabled Governors to support and challenge the Academy.

Members of the Governing body continue to actively be involved in reviews held in school including Safeguarding and all departments.

The Staff, Finance and Buildings (SF&B) Committee is a committee of the main Board of Trustees. Members are highlighted with a (1) in the reference and admin details.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

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

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Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr D Round	5	5
Dr C Hamilton	1	4
Mrs J Kavanagh	4	5
Dr T Birkinshaw	4	5
Mr G Brown	5	5
Mr R A H Gill	5	5
Mr P Morris	4	4
Mrs C Anderson	2	2
Mr G Peat	5	5
Mr W R Sharp	5	5
Mr A Shepherd	0	3
Mr J Donoghue	3	5

### **REVIEW OF VALUE FOR MONEY**

As accounting officer the headteacher has responsibility for ensuring that the academy trust 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 trust's use of its resources has provided good value for money during each academic year, and reports to the board of trustees where value for money can be improved, including the use of benchmarking data where available. The accounting officer for the academy trust has delivered improved value for money during the year by:

Improving educational results:

- Excellent tracking systems record all aspects of pupil progress throughout the school and ensure that interventions and support are targeted to achieve best value.
- Targeted support for pupils in need of intervention in key curriculum areas such as one to one tuition and small group teaching.
- Regular review of the staffing structures to ensure staff are efficiently deployed, are appropriately qualified and are specialists in their area.

Ensuring robust governance and oversight of finances:

- The Governing Body acknowledge overall responsibility for ensuring an effective and appropriate system of financial control. The 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.
- The Governing Body ensure that comprehensive budgeting and monitoring systems exist and approve the annual budget.
- The Governing Body have appointed External and Internal Auditors to provide the necessary assurances on internal controls.
- In our recent Ofsted Inspection (July 2015), Leadership and Management were classified as 'Good'.

Ensuring value for money purchasing and use of resources:

- Promoting fair competition through quotations and tenders in accordance with our financial policies, to ensure that goods and services are secured in the most economical way.
- Regular review of contracts with service providers to ensure they are fit for purpose and provide best value.
- Reducing our energy costs through effective management of the site and ensuring that new buildings are energy efficient.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

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

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Improving Income generation:

- Regular review of surplus funds to ensure the best rate of interest is achieved.
- Exploring opportunities to generate income through the increased hire of the site.

Reviewing Controls and managing risk:

- Undertaking financial risk assessments based on the potential keys risks and ensuring the key controls are in place to reduce the risks.

### **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 academy 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 Woodbrook Vale School for the year 1 September 2017 to 31 August 2018 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 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 ongoing process for identifying, evaluating and managing the academy's significant risks, that has been in place for the year 1 September 2017 to 31 August 2018 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 board of trustees;
- regular reviews by the Staff, Finance and Buildings 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 has decided to appoint independent internal auditors.

The internal auditor's role includes giving advice on financial matters and performing a range of checks on the academy's financial systems. In particular the checks carried out in the current period included:

- testing of internal controls systems and finance office procedures
- testing of the new catering systems
- testing of control account/bank reconciliations

On a semi-annual basis, the internal auditor reports to the board of trustees through the audit committee on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

The internal auditor has delivered their schedule of work as planned.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

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

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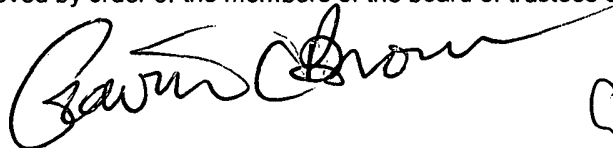
#### **REVIEW OF EFFECTIVENESS**

As Accounting Officer, the Headteacher 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 internal auditor;
- the work of the external auditor;
- 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 Staff, Finance and Buildings Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the board of trustees on 11 December 2018 and signed on their behalf, by:



**Mr G C Brown**  
**Chair of Trustees**



**Mr G M Peat**  
**Accounting Officer**



# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As Accounting Officer of Woodbrook Vale School I have considered my responsibility to notify the academy trust board of trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, 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 2017.

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 2017.

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.



**Mr G M Peat**  
**Accounting Officer**

Date: 11 December 2018

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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The Trustees (who act as governors of Woodbrook Vale School and 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 Annual Accounts Direction issued by the Education and 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:

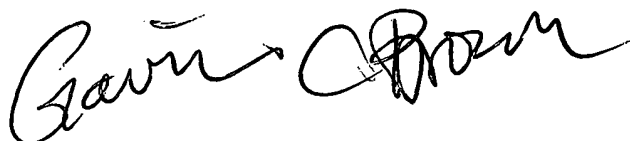
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 11 December 2018 and signed on its behalf by:



**Mr G C Brown**  
**Chair of Trustees**

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF WOODBROOK VALE SCHOOL**

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#### **OPINION**

We have audited the financial statements of Woodbrook Vale School (the 'trust') for the year ended 31 August 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the 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, the Academies Accounts Direction 2017 to 2018 issued by the Education and Skills Funding Agency and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at 31 August 2018 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, the Charities SORP 2015 and Academies Accounts Direction 2017 to 2018.

#### **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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **CONCLUSIONS RELATING TO GOING CONCERN**

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 Trustees' 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.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF WOODBROOK VALE SCHOOL**

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

We have nothing to report in this regard.

#### **OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

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

- the information given in the Trustees' Annual Report including the incorporated strategic report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Annual Report including the incorporated strategic report have 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 trust and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report including the incorporated 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' remuneration specified by law are 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 Trustees' responsibilities statement set out on page 16, 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 or to cease operations, or have no realistic alternative but to do so.

**WOODBROOK VALE SCHOOL  
(A Company Limited by Guarantee)**

**INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE  
MEMBERS OF WOODBROOK VALE SCHOOL**

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**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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's Report.

**USE OF THE AUDIT REPORT**

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

*David Hoose*

David Hoose (Senior Statutory Auditor)

for and on behalf of

**for and on behalf of Mazars LLP**

Chartered Accountants  
Statutory Auditor

Nottingham  
NG1 5DW

Date:

*11/12/18*

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WOODBROOK VALE SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 21 September 2018 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Woodbrook Vale School during the year 1 September 2017 to 31 August 2018 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 Woodbrook Vale School and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Woodbrook Vale School and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Woodbrook Vale School and the ESFA, for our work, for this report, or for the conclusion we have formed.

#### **RESPECTIVE RESPONSIBILITIES OF WOODBROOK VALE SCHOOL'S AND THE REPORTING ACCOUNTANT**

The is responsible, under the requirements of Woodbrook Vale School's funding agreement with the Secretary of State for Education dated 1 September 2011, and the Academies Financial Handbook extant from 1 September 2017, 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 2017 to 2018. 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 year 1 September 2017 to 31 August 2018 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 2017 to 2018 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.

A summary of the work we have undertaken is as follows:

- Planned our assurance procedures including identifying key risks;
- Carried out sample testing on controls;
- Carried out substantive testing including analytical review; and
- Concluded on procedures carried out

**WOODBROOK VALE SCHOOL  
(A Company Limited by Guarantee)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY  
TO WOODBROOK VALE SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY  
(continued)**

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**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 2017 to 31 August 2018 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Mazars LLP*

**Mazars LLP**

Chartered Accountants  
Statutory Auditor

Park View House  
58 The Ropewalk  
Nottingham  
NG1 5DW

Date: *11/12/18*

**WOODBROOK VALE SCHOOL**  
**(A Company Limited by Guarantee)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

	Note	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Restricted fixed asset funds 2018 £000	Total funds 2018 £000	Total funds 2017 £000
<b>INCOME FROM:</b>						
Donations and capital grants	2	-	2	161	163	257
Charitable activities	3	197	3,888	-	4,085	3,959
Other trading activities	4	52	90	-	142	157
Investments	5	1	-	-	1	1
<b>TOTAL INCOME</b>		<b>250</b>	<b>3,980</b>	<b>161</b>	<b>4,391</b>	<b>4,374</b>
<b>EXPENDITURE ON:</b>						
Raising funds	6	22	71	-	93	83
Charitable activities	6	183	4,023	200	4,406	4,219
<b>TOTAL EXPENDITURE</b>		<b>205</b>	<b>4,094</b>	<b>200</b>	<b>4,499</b>	<b>4,302</b>
<b>NET INCOME / EXPENDITURE</b>		<b>45</b>	<b>(114)</b>	<b>(39)</b>	<b>(108)</b>	<b>72</b>
Transfers between Funds	16	-	(33)	33	-	-
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>45</b>	<b>(147)</b>	<b>(6)</b>	<b>(108)</b>	<b>72</b>
Actuarial gains/(losses) on defined benefit pension schemes	20	-	351	-	351	(410)
<b>NET MOVEMENT IN FUNDS</b>		<b>45</b>	<b>204</b>	<b>(6)</b>	<b>243</b>	<b>(338)</b>
<b>RECONCILIATION OF FUNDS:</b>						
Total funds brought forward		333	(1,275)	8,353	7,411	7,749
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>378</b>	<b>(1,071)</b>	<b>8,347</b>	<b>7,654</b>	<b>7,411</b>



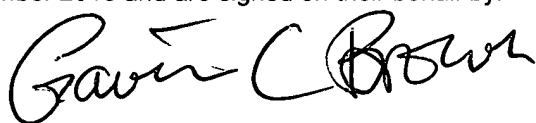
**WOODBROOK VALE SCHOOL**

Registered number: 07671486

**(A Company Limited by Guarantee)****BALANCE SHEET****AS AT 31 AUGUST 2018**

	Note	£000	2018 £000	2017 £000
<b>FIXED ASSETS</b>				
Tangible assets	12		8,347	8,250
<b>CURRENT ASSETS</b>				
Debtors	13	88	86	
Cash at bank and in hand		626	769	
		<u>714</u>	<u>855</u>	
<b>CREDITORS: amounts falling due within one year</b>	14	<u>(164)</u>	<u>(265)</u>	
<b>NET CURRENT ASSETS</b>			550	590
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			8,897	8,840
<b>CREDITORS: amounts falling due after more than one year</b>	15		<u>(49)</u>	<u>(49)</u>
<b>NET ASSETS EXCLUDING PENSION SCHEME LIABILITIES</b>			8,848	8,791
Defined benefit pension scheme liability	20		<u>(1,194)</u>	<u>(1,380)</u>
<b>NET ASSETS INCLUDING PENSION SCHEME LIABILITIES</b>			<u>7,654</u>	<u>7,411</u>
<b>FUNDS OF THE ACADEMY</b>				
Restricted income funds:				
Restricted income funds	16	123	105	
Restricted fixed asset funds	16	8,347	8,353	
		<u></u>	<u></u>	
Restricted income funds excluding pension liability		8,470	8,458	
Pension reserve		<u>(1,194)</u>	<u>(1,380)</u>	
Total restricted income funds			7,276	7,078
Unrestricted income funds	16		378	333
<b>TOTAL FUNDS</b>			<u>7,654</u>	<u>7,411</u>

The financial statements on pages 22 to 45 were approved by the Trustees, and authorised for issue, on 11 December 2018 and are signed on their behalf by:



**Mr G C Brown**  
Chair of Trustees

**WOODBROOK VALE SCHOOL**  
**(A Company Limited by Guarantee)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

	<b>Note</b>	<b>2018 £000</b>	<b>2017 £000</b>
<b>Cash flows from operating activities</b>			
Net cash (used in)/provided by operating activities	<b>18</b>	(8)	234
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		1	1
Purchase of tangible fixed assets		(297)	(154)
Capital grants from DfE Group		161	257
<b>Net cash (used in)/provided by investing activities</b>		(135)	104
<b>Change in cash and cash equivalents in the year</b>		(143)	338
Cash and cash equivalents brought forward		769	431
<b>Cash and cash equivalents carried forward</b>	<b>19</b>	626	769

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **1. STATEMENT OF ACCOUNTING POLICIES**

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

##### **1.1 Basis of preparation of financial statements**

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 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Woodbrook Vale School constitutes a public benefit entity as defined by FRS 102.

##### **1.2 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.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

---

#### **1. STATEMENT OF ACCOUNTING POLICIES (continued)**

##### **1.3 Income**

All incoming resources are 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.

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the Statement of Financial Activities in the period in which it is receivable (where there are no performance-related conditions), where the receipt is probable and it can be measured reliably.

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

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.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018**

---

#### **1. STATEMENT OF ACCOUNTING POLICIES (continued)**

##### **1.4 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

##### **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**

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.

All resources expended is inclusive of irrecoverable VAT.

##### **1.5 Tangible fixed assets**

Assets costing £20,000 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 other than freehold land and assets under construction, at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life, as follows:

Leasehold property	-	Straight line over 30 - 50 years
--------------------	---	----------------------------------

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

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

---

#### **1. STATEMENT OF ACCOUNTING POLICIES (continued)**

##### **1.6 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.

##### **1.7 Provisions**

Provisions are recognised when the academy trust has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

##### **1.8 Leased assets**

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

##### **1.9 Financial instruments**

The academy only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the academy 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 13. 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 costs as detailed in notes 14 and 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.

##### **1.10 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.

# **WOODBROOK VALE SCHOOL**

## **(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31 AUGUST 2018**

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#### **1. STATEMENT OF ACCOUNTING POLICIES (continued)**

##### **1.11 Pension Benefits**

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ("TPS") and the Local Governments 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. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is 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 multi-employer 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 scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

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

##### **1.12 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 Department for Education Group.

# WOODBROOK VALE SCHOOL (A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

### 1. STATEMENT OF ACCOUNTING POLICIES (continued)

#### 1.13 Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### *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 20, 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 2018. 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.

Critical areas of judgment:

The Trustees consider that there are no critical areas of judgement with the exception of the pension valuation noted above.

### 2. INCOME FROM DONATIONS AND CAPITAL GRANTS

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Restricted fixed asset funds 2018 £000	Total funds 2018 £000	Total funds 2017 £000
Donations	-	2	-	2	-
Capital grants	-	-	161	161	257
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total donations and capital grants	-	2	161	163	257
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total 2017</b>	-	-	257	257	
	<hr/>	<hr/>	<hr/>	<hr/>	



**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**3. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS**

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Total funds 2018 £000	Total funds 2017 £000
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	3,662	3,662	3,580
Other DfE Group grants	-	152	152	171
	-	3,814	3,814	3,751
<b>Other government grants</b>				
Local authority grants	-	74	74	35
	-	74	74	35
<b>Other funding</b>				
Other income from the academy trust's educational operations	197	-	197	172
	197	-	197	172
	197	3,888	4,085	3,958
<b>Total 2017</b>	172	3,787	3,959	

**4. OTHER TRADING ACTIVITIES**

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Total funds 2018 £000	Total funds 2017 £000
Hire of facilities	16	-	16	18
Catering income	10	-	10	3
Income from ancillary trading activities	26	7	33	51
Income from other charitable activities	-	83	83	85
	52	90	142	157
<b>Total 2017</b>	23	134	157	

**WOODBROOK VALE SCHOOL**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**5. INVESTMENT INCOME**

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Total funds 2018 £000	Total funds 2017 £000
Short term deposits	1	-	1	1
<b>Total 2017</b>	<b>1</b>	<b>-</b>	<b>1</b>	

**6. RESOURCES EXPENDED**

	Staff costs £000	Premises £000	Other costs £000	Total 2018 £000	Total 2017 £000
Expenditure on raising funds (support)	-	-	93	93	83
Academy's educational operations					
- Direct costs	2,409	200	294	2,903	2,910
- Allocated support costs	1,008	247	248	1,503	1,309
<b>Total</b>	<b>3,417</b>	<b>447</b>	<b>635</b>	<b>4,499</b>	<b>4,302</b>

**7. CHARITABLE ACTIVITIES**

	Total 2018 £000	Total 2017 £000
Direct costs - educational operations	2,903	2,910
Support costs - educational operation	1,503	1,309
<b>Total</b>	<b>4,406</b>	<b>4,219</b>

**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**SUPPORT COSTS**

	<b>Total 2018 £000</b>	<b>Total 2017 £000</b>
Support staff costs	1,008	895
Premises costs	247	241
Other support costs	226	153
Governance costs	22	20
<b>Total</b>	<b>1,503</b>	<b>1,309</b>

In 2017, of the total expenditure, £155,000 was to unrestricted funds and £3,956,000 was to restricted funds.

**8. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	<b>2018 £000</b>	<b>2017 £000</b>
Depreciation of tangible fixed assets:		
- owned by the charity	200	191
Auditor's remuneration	8	8
Auditor's remuneration - non audit	3	5
Operating lease rentals	24	19

**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**9. STAFF COSTS**

**a. Staff costs**

Staff costs were as follows:

	<b>2018</b>	<b>2017</b>
	<b>£000</b>	<b>£000</b>
Wages and salaries	2,480	2,422
Social security costs	226	217
Operating costs of defined benefit pension schemes	587	503
	<u>3,293</u>	<u>3,142</u>
Agency staff costs	124	147
	<u>3,417</u>	<u>3,289</u>

**b. Non-statutory/non-contractual staff severance payments**

Non-statutory/non-contractual staff severance payments made in the year totalled £Nil (2017: £3,000).

Individually the amount was £Nil (2017: £3,000).

**c. Staff numbers**

The average number of persons employed by the academy during the year was as follows:

	<b>2018</b>	<b>2017</b>
	<b>No.</b>	<b>No.</b>
Teachers	39	38
Administration and support	37	36
Management	6	6
	<u>82</u>	<u>80</u>

**d. Higher paid staff**

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

	<b>2018</b>	<b>2017</b>
	<b>No.</b>	<b>No.</b>
In the band £60,001 - £70,000	1	1
In the band £70,001 - £80,000	0	1
In the band £80,001 - £90,000	1	0

**e. Key management personnel**

The key management personnel of the academy comprise 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 £449,985 (2017: £462,073).

# WOODBROOK VALE SCHOOL

## (A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

#### 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 and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and other staff members under their contracts of employment, and not in respect of their role as Trustees. The value of Trustees' remuneration and other benefits was as follows:

		2018 £000	2017 £000
Mr G M Peat (Headteacher Trustee)	Remuneration	80-85	75-80
	Pension contributions paid	10-15	10-15
Mrs S Glover (Staff Trustee)	Remuneration	-	10-15
	Pension contributions paid	-	0-5
Mrs S Moreland (Staff Trustee)	Remuneration	15-20	15-20
	Pension contributions paid	0-5	0-5

During the year, 1 Trustee received reimbursement of travel and overnight accommodation expenses totalling £510. 1 Trustee received reimbursement of £82 relating to their role as National Leader of Governance (2017 - £Nil).

#### 11. TRUSTEES' AND OFFICERS' INSURANCE

In accordance with normal commercial practice the academy has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business. The insurance provides cover up to £3,000,000 on any one claim. The cost of this insurance is £651 and is included within the total insurance cost.

#### 12. TANGIBLE FIXED ASSETS

	Leasehold land and buildings £000
<b>Cost</b>	
At 1 September 2017	9,160
Additions	297
At 31 August 2018	9,457
<b>Depreciation</b>	
At 1 September 2017	910
Charge for the year	200
At 31 August 2018	1,110
<b>Net book value</b>	
At 31 August 2018	8,347
At 31 August 2017	8,250

# **WOODBROOK VALE SCHOOL** **(A Company Limited by Guarantee)**

## **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 AUGUST 2018**

### **12. TANGIBLE FIXED ASSETS (continued)**

Included in land and buildings is leasehold land at cost of £673,849 (2017: £673,849) which is not depreciated.

### **13. DEBTORS**

	2018 £000	2017 £000
VAT Recoverable	35	22
Prepayments and accrued income	53	64
	<u>88</u>	<u>86</u>

### **14. CREDITORS: Amounts falling due within one year**

	2018 £000	2017 £000
Taxation and social security	56	56
Other creditors	7	7
Accruals and deferred income	101	202
	<u>164</u>	<u>265</u>

	2018 £000	2017 £000
<b>Deferred income</b>		
Deferred income at 1 September 2017	42	9
Resources deferred during the year	30	42
Amounts released from previous years	(35)	(9)
	<u>37</u>	<u>42</u>
Deferred income at 31 August 2018		

At the balance sheet date the academy was holding deferred funds for school trips of £7,000 (2017: £6,000), catering income of £10,000 (2017: £10,000), underspent Pupil Premium totalling £12,000 (2017: £16,000), £1,000 of donations unspent (2017: £2,000) and £7,000 Syrian refugee grant funding unspent (2017: £8,000).

### **15. CREDITORS: Amounts falling due after more than one year**

	2018 £000	2017 £000
Other creditors	49	49

The creditor over 1 year relates to CIF loans received. Of the above balance, £25,000 is repayable over 5 years. Total interest payable on the loan over its life is £3,570.

**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**16. STATEMENT OF FUNDS**

	Balance at 1 September 2017 £000	Income £000	Expenditure £000	Transfers in/out £000	Gains/ (Losses) £000	Balance at 31 August 2018 £000
<b>Unrestricted funds</b>						
Unrestricted funds	333	250	(205)	-	-	378
<b>Restricted funds</b>						
General Annual Grant (GAG)	105	3,662	(3,611)	(33)	-	123
Pupil premium	-	143	(143)	-	-	-
Other grants and restricted income	-	175	(175)	-	-	-
Pension reserve	(1,380)	-	(165)	-	351	(1,194)
	(1,275)	3,980	(4,094)	(33)	351	(1,071)
<b>Restricted fixed asset funds</b>						
DfE / ESFA capital grants	1,610	161	(53)	-	-	1,718
Capital expenditure from GAG	901	-	(29)	33	-	905
Transfers on conversion	5,842	-	(118)	-	-	5,724
	8,353	161	(200)	33	-	8,347
Total restricted funds	7,078	4,141	(4,294)	-	351	7,276
Total of funds	7,411	4,391	(4,499)	-	351	7,654

The specific purposes for which the funds are to be applied are as follows:

- Unrestricted funds represent those resources which may be used towards meeting any of the charitable objects of the academy at the discretion of the Trustees;
- Restricted funds (excluding pension and other restricted reserves) represent funds received from the Department for Education and is specifically spent on the running of the Academy Trust;
- Pension reserve represents the Local Government Pension Scheme liability;
- Other restricted reserve represents funds which are restricted by the donor including school trip income;
- Restricted fixed asset funds represent resources which are applied to specific capital purposes imposed by the Department for Education where the asset acquired or created is held for a specific purpose.

Transfers relate to GAG funds for capital expenditure.

Under the funding agreement with the Secretary of State, the academy was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2018.

**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**16. STATEMENT OF FUNDS (continued)**

**COMPARATIVE INFORMATION IN RESPECT OF THE PRECEDING PERIOD IS AS FOLLOWS:**

	Balance at 1 September 2016 £000	Income £000	Expenditure £000	Transfers in/out £000	Gains/ (Losses) £000	Balance at 31 August 2017 £000
<b>General funds</b>						
Unrestricted funds	292	196	(155)	-	-	333
<b>Restricted funds</b>						
General Annual Grant (GAG)	34	3,581	(3,510)	-	-	105
Pupil premium	-	155	(155)	-	-	-
Other grants and restricted income	-	185	(185)	-	-	-
Pension reserve	(864)	-	(106)	-	(410)	(1,380)
	<u>(830)</u>	<u>3,921</u>	<u>(3,956)</u>	<u>-</u>	<u>(410)</u>	<u>(1,275)</u>
<b>Restricted fixed asset funds</b>						
DfE Group capital grants	1,397	257	(44)	-	-	1,610
Capital expenditure from GAG	930	-	(29)	-	-	901
Transfers on conversion	5,960	-	(118)	-	-	5,842
	<u>8,287</u>	<u>257</u>	<u>(191)</u>	<u>-</u>	<u>-</u>	<u>8,353</u>
Total restricted funds	<u>7,457</u>	<u>4,178</u>	<u>(4,147)</u>	<u>-</u>	<u>(410)</u>	<u>7,078</u>
Total of funds	<u>7,749</u>	<u>4,374</u>	<u>(4,302)</u>	<u>-</u>	<u>(410)</u>	<u>7,411</u>



**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

A current year 12 months and a prior year 12 months combined position is as follows:

	Balance at 1 September 2016 £000	Income £000	Expenditure £000	Transfers in/out £000	Gains/ (Losses) £000	Balance at 31 August 2018 £000
<b>Unrestricted funds</b>						
Unrestricted funds	292	446	(360)	-	-	378
<b>Restricted funds</b>						
General Annual Grant (GAG)	34	7,243	(7,121)	(33)	-	123
Pupil premium	-	298	(298)	-	-	-
Other grants and restricted income	-	360	(360)	-	-	-
Pension reserve	(864)	-	(271)	-	(59)	(1,194)
	<u>(830)</u>	<u>7,901</u>	<u>(8,050)</u>	<u>(33)</u>	<u>(59)</u>	<u>(1,071)</u>
<b>Restricted fixed asset funds</b>						
DfE Group capital grants	1,397	418	(97)	-	-	1,718
Capital expenditure from GAG	930	-	(58)	33	-	905
Transfers on conversion	5,960	-	(236)	-	-	5,724
	<u>8,287</u>	<u>418</u>	<u>(391)</u>	<u>33</u>	<u>-</u>	<u>8,347</u>
	<u>7,457</u>	<u>8,319</u>	<u>(8,441)</u>	<u>-</u>	<u>(59)</u>	<u>7,276</u>
<b>Total of funds</b>	<u><u>7,749</u></u>	<u><u>8,765</u></u>	<u><u>(8,801)</u></u>	<u><u>-</u></u>	<u><u>(59)</u></u>	<u><u>7,654</u></u>

**WOODBROOK VALE SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**17. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2018 £000	Restricted funds 2018 £000	Restricted fixed asset funds 2018 £000	Total funds 2018 £000
Tangible fixed assets	-	-	8,347	8,347
Current assets	378	336	-	714
Creditors due within one year	-	(164)	-	(164)
Creditors due in more than one year	-	(49)	-	(49)
Provisions for liabilities and charges	-	(1,194)	-	(1,194)
	<u>378</u>	<u>(1,071)</u>	<u>8,347</u>	<u>7,654</u>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2017 £000	Restricted funds 2017 £000	Restricted fixed asset funds 2017 £000	Total funds 2017 £000
Tangible fixed assets	-	-	8,250	8,250
Current assets	333	419	103	855
Creditors due within one year	-	(265)	-	(265)
Creditors due in more than one year	-	(49)	-	(49)
Provisions for liabilities and charges	-	(1,380)	-	(1,380)
	<u>333</u>	<u>(1,275)</u>	<u>8,353</u>	<u>7,411</u>

**18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2018 £000	2017 £000
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(108)	72
<b>Adjustment for:</b>		
Depreciation charges	200	191
Dividends, interest and rents from investments	(1)	(1)
Increase in debtors	(2)	(37)
(Decrease)/increase in creditors	(101)	160
Capital grants from DfE and other capital income	(161)	(257)
Defined benefit pension scheme finance cost	165	106
<b>Net cash (used in)/provided by operating activities</b>	<u>(8)</u>	<u>234</u>

# WOODBROOK VALE SCHOOL

## (A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

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#### 19. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2018 £000	2017 £000
Cash in hand	626	769
Total	626	769

#### 20. PENSION COMMITMENTS

The academy's employees belong to two principal pension schemes: the Teacher's Pension Scheme for England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Leicestershire County Council. Both are Multi-Employer Defined Benefit Pension Schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2016.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

##### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

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. Retirement and other pension benefits are paid by public funds provided by Parliament.

##### Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay, including a 0.08% employer administration charge.
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%.

# WOODBROOK VALE SCHOOL

## (A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

#### 20. PENSION COMMITMENTS (continued)

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The employer's pension costs paid to TPS in the period amounted to £263,000 (2017 - £261,000).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website ([www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx](http://www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx)).

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

#### Local Government Pension Scheme

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2018 was £188,000 (2017 - £165,000), of which employer's contributions totalled £150,000 (2017 - £129,000) and employees' contributions totalled £38,000 (2017 - £36,000). The agreed contribution rates for future years are 25.3% for employers and 5.5% to 8.5% 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.

On 26 October 2018, the High Court handed down a judgement involving the Lloyds Banking Group's defined benefit pension schemes. The judgement concluded the schemes should be amended to equalise pension benefits for men and women in relation to guaranteed minimum pension benefits, ('GMP'). The Government will need to consider this outcome in conjunction with the Government's recent consultation on GMP indexation in public sector schemes before concluding on any changes required to LGPS schemes.

Principal actuarial assumptions:

	2018	2017
Discount rate for scheme liabilities	2.80 %	2.50 %
Rate of increase in salaries	3.30 %	3.40 %
Rate of increase for pensions in payment / inflation	2.30 %	2.40 %

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

	2018	2017
Retiring today		
Males	22.1	22.1
Females	24.3	23.8
Retiring in 20 years		
Males	23.8	24.3
Females	26.2	26.2

At 31 August                      At 31 August

**WOODBROOK VALE SCHOOL**  
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**FOR THE YEAR ENDED 31 AUGUST 2018**

**20. PENSION COMMITMENTS (continued)**

<b>Sensitivity analysis</b>	<b>2018 £000</b>	<b>2017 £000</b>
Discount rate +0.5%	391	381
Salary increase rate +0.5%	100	108
Pension increase rate +0.5%	284	263

The academy's share of the assets in the scheme was:

	<b>Fair value at 31 August 2018 £000</b>	<b>Fair value at 31 August 2017 £000</b>
Equities	1,073	1,002
Bonds	467	299
Property	156	120
Cash	34	74
<b>Total market value of assets</b>	<b>1,730</b>	<b>1,495</b>

The amounts recognised in the Statement of Financial Activities incorporating Income and Expenditure Account are as follows:

	<b>2018 £000</b>	<b>2017 £000</b>
Current service cost	(279)	(217)
Interest income	39	22
Interest cost	(75)	(40)
<b>Total</b>	<b>(315)</b>	<b>(235)</b>

Movements in the present value of the defined benefit obligation were as follows:

	<b>2018 £000</b>	<b>2017 £000</b>
Opening defined benefit obligation	2,875	1,884
Current service cost	279	217
Interest cost	75	40
Employee contributions	38	36
Actuarial (gains)/losses	(316)	718
Benefits paid	(27)	(20)
<b>Closing defined benefit obligation</b>	<b>2,924</b>	<b>2,875</b>

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**20. PENSION COMMITMENTS (continued)**

Movements in the fair value of the academy's share of scheme assets:

	<b>2018</b>	<b>2017</b>
	<b>£000</b>	<b>£000</b>
Opening fair value of scheme assets	1,495	1,020
Interest income	39	22
Actuarial losses	35	308
Employer contributions	150	129
Employee contributions	38	36
Benefits paid	(27)	(20)
	<u>1,730</u>	<u>1,495</u>
Closing fair value of scheme assets	<u>1,730</u>	<u>1,495</u>

**21. OPERATING LEASE COMMITMENTS**

At 31 August 2018 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	<b>2018</b>	<b>2017</b>
	<b>£000</b>	<b>£000</b>
<b>Amounts payable:</b>		
Within 1 year	19	24
Between 1 and 5 years	6	22
	<u>25</u>	<u>46</u>
Total	<u>25</u>	<u>46</u>

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**22. MEMBERS' LIABILITY**

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.

**23. RELATED PARTY TRANSACTIONS**

Owing to the nature of the academy trust and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which Trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH and with the trust's financial regulations and normal procurement procedures relating to connected and related party transactions.

Trustees' remuneration and expenses already disclosed in note 10.

The following related party transaction took place in the period of account.

Remuneration paid to close family members of Trustees and key management personnel, inclusive of pension contributions, totalled £12,006 (2017: £13,672).