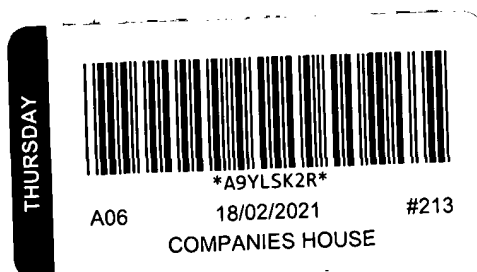


Company Registration Number: 07793019 (England & Wales)

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020



**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

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**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

REFERENCE AND ADMINISTRATIVE DETAILS

| | |
|--|---|
| Members | M Hales A Douthwaite N Wrigley |
| Trustees | M Hales, Chairman O Evans, Trustee (resigned 4 September 2020) R Hulse, Community Trustee J Woolley, Staff Trustee J Milsom, Parent Trustee A Douthwaite, Parent Trustee S Keswick, Staff Trustee A Fitt, Community Trustee T Knapp, Head Teacher & Accounting Officer C Thomas, Parent Trustee T Pitcher, Staff Trustee (resigned 30 December 2019) N Wrigley, Parent Trustee L Roberts, Trustee (resigned 17 July 2020) G Banham, Trustee (appointed 3 November 2020) T Wood, Trustee (appointed 24 January 2020) |
| Company registered number | 07793019 |
| Company name | Whitecross Hereford High School |
| Principal and registered office | Three Elms Road Hereford Herefordshire HR4 0RN |
| Company secretary | S Lusted |
| Accounting Officer | T Knapp |
| Senior management team | T Knapp, Head Teacher R Patterson, Deputy Head Teacher M Desborough, Deputy Head Teacher A Tootell, Assistant Head Teacher S Lusted, Business Manager |
| Independent auditors | Bishop Fleming LLP Chartered Accountants 1-3 College Yard Worcester WR1 2LB |
| Bankers | Lloyds Bank Plc 8 High Town Hereford HR1 2AE |

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

| | |
|-------------------|---|
| Solicitors | Harrison Clark Rickerbys LLP First Floor Suite Thorpe House 29 Broad Street Hereford HR4 9AR |
|-------------------|---|

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT
FOR THE YEAR ENDED 31 AUGUST 2020**

The Trustees present their annual report together with the financial statements and auditors' report of the Charitable Company for the period ended 31 August 2020. The annual report serves the purpose of both a Trustees' report, and a Directors' report under company law.

The Trust operates an academy for pupils aged 11 to 16 in Hereford. It has a pupil capacity of 945 and had a roll of 943 in the school census in May 2020.

STRUCTURE, GOVERNANCE AND MANAGEMENT

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 Whitecross Hereford are also the directors of the Charitable Company for the purposes of company law. The Charitable Company operates as Whitecross Hereford High School and Specialist Sports College.

Details of the Trustees who served throughout the year, except as noted, are included in the Reference and Administration Details on pages 1 to 2.

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 they cease to be a member.

Trustees' Indemnities

Trustees benefit from 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. The limit of this indemnity is £5,000,000.

Method of recruitment and appointment or election of Trustees

All new Trustees (Governors) receive an induction pack and are provided with support from a more experienced Trustee. One of the Trustees has responsibility for induction and works with the Clerk to Governors. Eligibility to act as a Trustee and Governor of Whitecross Hereford is within the Constitutional Framework and Clauses 65 to 81 of the Articles of Association. Trustees (Governors) are sought by election from the parent body (staff governors via the staff body) and co-opted from the local community dependent upon skill requirements.

Policies and Procedures adopted for the Induction and Training of Trustees

Governors ensure that new Trustees access appropriate training courses. The Academy Trust is a member of the Herefordshire Governors' Association, which provides support and training for all Trustees. The Academy Trust also has a service level agreement with a provider of training and support recommended by the Herefordshire Governors' Association.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

Organisational Structure

The Board of Trustees normally meets once each term. The Board establishes an overall framework for the governance of the Academy and determines membership, terms of reference and procedures of Committees and other groups. It receives reports including policies from its Committees for ratification. It monitors the activities of the Committees through the minutes of their meetings. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The following decisions are reserved to the Board of Trustees: to consider any proposals for changes to the status or constitution of the Academy and its committee structure, to appoint or remove the Chairman and/or Vice Chairman, to appoint the Headteacher and Clerk to the Trustees, to approve the Annual Development Plan and budget.

The Trustees are responsible for setting general policy, adopting an annual plan and budget, approving the statutory accounts, monitoring the Academy by the use of budgets and other data, and making major decisions about the direction of the Academy, capital expenditure and staff appointments.

The Trustees and Board of Trustees have devolved responsibility for day-to-day management of the Academy to the Headteacher and Senior Leadership Team (SLT).

The Academy has a leadership structure which consists of the Trustees, The Senior Leadership Team and Team Leaders. The aim of the leadership structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Senior Leadership Team of the School consists of the Headteacher (Chief Executive), Two Deputy Headteachers, Assistant Headteacher and Business Manager. The Governing Body supports and challenges the Senior Leadership Team through the following subcommittee structure:

- Governor / SLT Briefing - Outcomes (made up of the Chairs of each committee);
- Quality of Education;
- Behaviour and Attitudes, Personal Development;
- Staff and Finance.

The SLT controls the Academy at an executive level, implementing the policies laid down by the Trustees and reporting back to them. The Headteacher, Business Manager and Staff and Finance, Health & Safety Committee are responsible for the authorisation of spending within agreed budgets; a summary of this is in the Scheme of Delegation. Some spending control is devolved to Budget Holders which must be authorised in line with the Scheme of Delegation. The Headteacher is responsible for the appointment of staff, though appointment panels for teaching posts always include a Governor, where possible.

The Head Teacher is the Accounting Officer.

Arrangements for setting pay and remuneration of key management personnel

The Trustees that consider the Board of Trustees and the senior leadership team comprise the key management personnel of the Academy in charge of directing and controlling, running and operating the Trust on a day-to-day basis. All Trustees give their time freely and no Trustee received remuneration in the year.

Details of Trustees' expenses and related party transactions are disclosed in the notes to the accounts.

The pay of key management personnel is reviewed annually and normally increased in accordance with average earnings and ratified by the Pay Committee.

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Trade union facility time

Relevant union officials

| Number of employees who were relevant union officials during the relevant period | Full-time equivalent employee number |
|--|--------------------------------------|
| 2 | 2 |

Percentage of time spent on facility time

| Percentage of time | Number of employees |
|--------------------|---------------------|
| 0% | 2 |
| 1%-50% | |
| 51%-99% | |
| 100% | |

Percentage of pay bill spent on facility time

| | |
|---|---|
| Provide the total cost of facility time | 0 |
| Provide the total pay bill | 0 |
| Provide the percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time / total pay bill) x 100 | 0 |

Paid trade union activities

| | |
|--|----|
| Time spent on paid trade union activities as a percentage of total paid facility time hours calculated as: (total hours spent on paid trade union activities by relevant union officials during the relevant period / total paid facility time hours) x 100 | NA |
|--|----|

Trustees should refer to Statutory Instrument 2017 No. 328, The Trade Union (Facility Time Publication Requirements Regulations 2017 for calculation details.

Related Parties and other Connected Charities and Organisations

The Academy Trust works in partnership with local primary schools and is part of the Hereteach alliance. The school is a member of the Stourport Teaching Schools Network. In partnership with the University of Worcester we trained ten PGCE students. We also work with other High Schools in Herefordshire and have a strong link with The Cathedral School including a formal link with their Combined Cadet Force. We are a designated Sports College working in partnership with the Youth Sport Trust as a gold, premier member. The Headteacher chairs the Local Organising Committee for the Herefordshire School Games, is a member of the Schools Forum and sits on the Hereford Safeguarding Children Board. The Business Manager is the Vice Chair for the Herefordshire Secondary Business Managers Association. The school was built under the Private Finance Initiative and therefore our facilities are managed by Integral (Now JLL) with one subcontractor on site: Alliance in Partnership (Now SODEXO) providing catering. Whitecross Stepnell provide an ICT managed service.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

Objectives and Aims

Our mission statement 'Excellence for all, excellence from all' will be delivered through our DNA:

- Outstanding learning for all;
- We are role models living our values;
- The highest standards everywhere.

Therefore we

- Believe everyone belongs and everyone matters;
- Know good relationships focused on learning are vital to success;
- Actively inspire and enthuse young people;
- Believe every lesson and every moment at school matters;
- Believe in overcoming barriers not making excuses;
- Embrace feedback and value practice in the pursuit of excellence;
- Recognise the importance of keeping children safe .

So that our students

- Feel they are safe and that they belong;
- Believe that by working hard they will improve;
- Are motivated to achieve great things;
- Recognise and realise their potential;
- Care about the people around them;
- Have outstanding levels of literacy and numeracy;
- Make exceptional progress.

Our Values

Respect, Perseverance, Trust, Love, Courage, Equality

Key objectives from the Funding Agreement:

- The school will be at the heart of its community, promoting community cohesion and sharing facilities with other schools and the wider community;
- There will be an emphasis on the needs of the individual students including students with Special Education Needs (SEN), both those with and without statements of SEN;
- The curriculum provided by the Academy to students up to the age of 16 shall be broad and balanced with an emphasis in its secondary curriculum on sports.

Objectives, Strategies and Activities

Our key priorities for 2019 - 2020 as detailed in our School Development Plan are:

1. To ensure our curriculum meets the needs of all our students and best prepares them for life after school;
2. To build our climate of mutual respect and impeccable conduct based on shared values;
3. To develop young people who experience a rich and stimulating education that prepares them for life beyond school;
4. To fully realise the potential of the leaders in the school to influence the climate and culture.

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Public Benefit

The Trustees confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the Charity Commissioner's general guidance on public benefit in exercising their powers or duties. They have referred to this guidance when reviewing the Academy's aims and objectives and in planning its future activities.

The Academy provides facilities for recreational and other leisure time occupation for the community at large in the interests of social welfare and with the interest of improving the life of the said community.

STRATEGIC REPORT

ACHIEVEMENTS AND PERFORMANCE

The academic year 2019 – 2020 was unprecedented as the school responded to the coronavirus pandemic. During the period from March to July 2020 the school:

1. Rapidly developed an online curriculum for all students using Show My Homework. Over 10,000 lessons were delivered during lockdown. Uptake from students is estimated at between 60 and 70%;
2. Remained open for the children of key workers and vulnerable students. Over 12% of the student cohort attended school during lockdown;
3. Provided over 1,000 Free School Meals vouchers funded entirely by the school.
4. Donated nearly 120 laptops to students without access;
5. Continued to provide pastoral support to all students and counselling/welfare support for those in need.

Student numbers on roll:

As of 1 December:

| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|--------------|------------|------------|------------|------------|------------|------------|
| Year 7 | 194 | 202 | 190 | 188 | 188 | 170 |
| Year 8 | 199 | 184 | 184 | 189 | 170 | 191 |
| Year 9 | 188 | 185 | 188 | 185 | 189 | 144 |
| Year 10 | 184 | 187 | 188 | 187 | 147 | 170 |
| Year 11 | 187 | 183 | 186 | 147 | 173 | 163 |
| Total | 952 | 941 | 936 | 896 | 867 | 838 |

Student recruitment:

| Y7 applications | 1 st choices | 2 nd choices | 3 rd choices | Total |
|-----------------|-------------------------|-------------------------|-------------------------|-------|
| 2019 start | 277 | 92 | 41 | 410 |
| 2020 start | 250 | 93 | 48 | 391 |
| 2021 start | 223 | 105 | 54 | 382 |

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Academic performance indicators:

| Indicator | 2017 | 2018 | 2019 | National | Comment |
|--------------|-------|-------|-------|----------|---|
| Attainment 8 | 43.4 | 43.7 | 44.8 | 46.7 | Attainment reflects prior attainment profile of cohort on entry. |
| Progress 9 | -0.05 | +0.06 | -0.09 | -0.03 | Progress consistently around zero with very little fluctuation. Progress at least average since measure introduced. |
| P8 PP | -0.21 | -0.47 | -0.36 | n/a | PP outcomes above national average |
| English P8 | -0.04 | -0.27 | -0.04 | n/a | Progress negative in English and a focus of the school development plan |
| Maths P8 | +0.07 | +0.04 | -0.02 | n/a | Maths progress positive in two of last three years. |
| L5+ En/Ma | 38% | 33% | 37% | 43% | Below national average, reflecting underperformance in some of our more able students. |
| L4+ En/Ma | 62% | 59% | 63% | 65% | Broadly in line with national average |
| EBACC | 23% | 18% | 14% | 40% | EBACC uptake in 2020 around 30% and rising. |

Student attendance:

| Indicator | 2017 | 2018 | 2019 | National | Comment |
|--------------------|------|------|------|----------|---|
| Absence | 4.7 | 5.6 | 5.2 | 5.5 | Absence below national average and improving slightly |
| Persistent Absence | 9.9 | 13.1 | 11.8 | 13.7 | Persistent absence below national average and improving |

SEN

| Indicator | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|------------|-------------|-------------|-------------|-------------|-------------|-----------|
| SEN K | 135 (14.1%) | 114 (12.1%) | 125 (13.3%) | 137 (15.2%) | 124 (14.3%) | 50 (5.9%) |
| EHCP | 29 (3%) | 24 (2.5%) | 18 (1.9%) | 12 (1.3%) | 7 (0.8%) | 7 (0.8%) |
| P8 | n/a | -0.45 | -0.48 | -0.93 | n/a | n/a |
| Nat SEN P8 | n/a | -0.7 | -0.62 | -0.59 | n/a | n/a |

Curriculum

The school's focus on sport as a driver of excellence continues. 35% of the KS4 cohort followed a GCSE or equivalent course in Sport or PE. The curriculum model continues to provide five hours of PE per fortnight at KS3 and four hours per fortnight at KS4.

Wider engagement

In April 2020, Stride Active, a Community Interest Company, was created to take on the growing role of providing PE and Sport training and support to Herefordshire Schools. This organisation has grown out of the sports partnership created when Whitecross took on the specialist school status. The HT is chair of the local organising committee for the school games working alongside Stride Active to develop sport and active lifestyles in our community.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

Key Performance Indicators

Whitecross has maintained an in year balanced budget, resulting in a surplus of £191,513 mainly due to the allocation of additional ESFA funding for Teachers Pay and Pensions increases. Whitecross has however spent £48k on COVID-19 related items to ensure a continued high standard of education and an optimum COVID-19 safe environment.

The Head Teacher and Trustees recognise their responsibility under the Companies Act 2006 to disclose the principal risks and uncertainties that it faces. They acknowledge that its ability to perform its principal activity to 'provide a broad and balanced curriculum, with an emphasis on sports, to students of all abilities up to the age of 16' is reliant upon receiving the agreed public funding via the General Annual Grant (GAG). They acknowledge that planned expenditure levels cannot exceed known income now or in the future and they prepare detailed budget plans for the current year and ensure robust internal financial monitoring. They are cognisant of the fact that a high proportion of funding goes to meet the salary bill and any forces influencing rising costs. For the reporting year teachers' pay as a % of GAG was 64.5% and overall staffing costs including classroom support and administration support amounted to 86% (this figure does not take into account the Teachers' Pay and Pensions Grant from DfE totalling £249,358 - 61% and 82%). The Academy Trust has a defined benefit pension deficit of £2,300,00.00 regarding the Local Government Pension Scheme for non-teaching staff.

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 basis can be found in the Statement of Accounting Policies.

FINANCIAL REVIEW

The formula included £286,824 PFI credit which is paid directly to Hereford County Council on a monthly basis.

The balance of the PFI charges ('relevant proportion') is funded through the formula pupil led factors.

The Academy also receives a grant of £19,700 for fixed assets from the DfE which is shown in the Statement of Financial Activities as restricted income in the Fixed Asset Fund. The Restricted Fixed Asset Fund balance is reduced by annual depreciation charges over the useful life of the assets concerned, as defined in the Academy's accounting policies.

During the year ended 31st August 2020, the Academy received total income of £5,764,648 and incurred total expenditure of £5,738,043. The excess of income over expenditure for the year was £26,605.

At 31 August 2020 the net book value of fixed assets was £123,539 and movements in tangible fixed assets are shown in note 14 to the financial statements. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

The Academy has taken on the deficit in the Local Government Pension Scheme in respect of its non-teaching staff transferred on conversion. The deficit is incorporated within the Statement of Financial Activity with details in Note 24 to the financial statements.

TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Reserves Policy

The Trustees review the reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Trustees take into consideration the future plans of the Academy, the uncertainty over future income streams and other key risks identified during the risk review.

The Trustees have determined that the appropriate level of free reserves should be approximately £465,000. The reason for this is to provide sufficient working capital to cover delays between spending on payroll, monthly PFI recharges, non-domestic rates, receipt of grants and financial instability post BREXIT and COVID – 19 recovery.

The defined benefit pension scheme reserve has a negative balance. The effect of the deficit position of the pension scheme is that the Academy Trust is paying higher employers' pension contributions over a period of years. The higher employers' pension contributions will be met from the Academy Trust's budgeted annual income. Whilst the deficit will not be immediately eliminated, there should be no actual cash flow deficit on the fund, nor any direct impact on the free reserves of the Academy Trust.

Investment Policy

The Academy Trust Investment policy allows funds identified as surplus to immediate requirements through cash flow monitoring, to be placed on short term no-risk deposit currently through Lloyds Bank. If funds should increase sufficiently to consider longer term investment the advice of a suitably qualified agent would be sought. The Academy will always ensure that its current account has sufficient funds to meet the monthly outgoings. During the period of 1st September 2019 to 31st August 2020 the Academy put £337,185 on a 32-day Deposit Account earning £1,827.

PRINCIPAL RISKS AND UNCERTAINTIES

The Board of Trustees has reviewed the major risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks.

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

Financial - the Academy has considerable reliance on continued Government funding through the ESFA. In the last year 95.2% of the Academy's incoming resources were ultimately Government funded and whilst this level is expected to continue, there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

Reputational - the continuing success of the Academy is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk Trustees, ensure that student success and achievement are closely monitored and reviewed.

Safeguarding and child protection - the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline.

Staffing - the success of the Academy is reliant upon the quality of its staff and so the Trustees monitor and review policies and procedures to ensure continued development and training of staff as well as ensuring there is clear succession planning.

Fraud and mismanagement of funds - The Academy has appointed a Responsible Officer to carry out checks on financial systems and records as required by the Academy Financial Handbook. All finance staff receive training to keep them up to date with financial practice requirements and develop their skills in this area.

**WHITCROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

The Academy has continued to strengthen its risk management process throughout the year by improving the process and ensuring staff awareness. A risk register is maintained and reviewed and updated on a regular basis.

The Trustees have assessed the major risks to which the Academy is exposed, in particular those relating to its finances, teaching, facilities and other operational areas. The Trustees have implemented a number of systems to assess and minimise those risks, including internal controls described elsewhere. Where significant financial risk still remains, they have ensured they have adequate insurance cover.

Whilst the Academy is over-subscribed, risks to revenue funding from a falling roll are small. However, the reduction in post 16 funding levels, the freeze on the Government's overall education budget, changes in funding arrangements for High Needs and increasing employment and premises costs mean that budgets will be increasingly tight in coming years.

The Trustees examine the financial health formally every term. They review performance against budgets and overall expenditure by means of regular update reports at all Board and Finance Committee meetings. The Trustees also regularly review cash flow forecasts and ensure sufficient funds are held to cover all known and anticipated commitments.

At the year end, the Academy had no significant liabilities arising from trade creditors or debtors that would have a significant effect on liquidity.

The Board of Trustees recognises that the defined benefit pension scheme deficit (Local Government Pension Scheme), which is set out in Note 24 to the financial statements, represents a significant potential liability. However, as the Trustees consider that the Academy is able to meet its known annual contribution commitments for the foreseeable future, this risk from this liability is minimised.

FUNDRAISING

Fundraising is very low level and predominantly for supporting local charities chosen by the students and also to support the School Fund and the Student Prom. No fundraising occurs to supplement the Academy GAG from the ESFA. There have been no complaints received in 2018-19. All fundraising activities involving students is overseen by a responsible member of staff, occurring only with parental consent.

PLANS FOR FUTURE PERIODS

The Academy will continue to strive to provide outstanding education and improve the levels of performance of its pupils at all levels. The Academy will continue to aim to attract high quality teachers and support staff in order to deliver its objectives.

Full details of our plans for the future are given in our Academy Development Plan, which is available on our website or from the Clerk to the Trustees.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The Academy and its Trustees do not act as the Custodian Trustees of any other Charity.

Trustees' indemnities – as the Trustees are directors, disclosure is required of whether there were any third-party indemnity provisions during the year or at the date of approval of the Trustees' report.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

AUDITOR

In so far as the Trustees are aware:

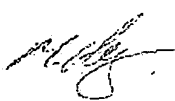
- there is no relevant audit information of which the Charitable Company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Annual External auditors, Bishop Fleming LLP, are willing to continue in office and a resolution to appoint them will be proposed at the annual general meeting.

The duties of Responsible Officer will be performed by Kreston Reeves in accordance with The Academies Financial Handbook 2020 regulations.

Approved by order of the members of the Board of Trustees on
by:

and signed on their behalf,


M Hales
Chair of Trustees

22/1/21

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

GOVERNANCE STATEMENT

SCOPE OF RESPONSIBILITY

As Trustees, we acknowledge we have overall responsibility for ensuring that Whitecross Hereford 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.

As Trustees, we have reviewed and taken account of the guidance in DfE's Governance Handbook and competency framework for governance.

The Board of Trustees has delegated the day-to-day responsibility to the Head Teacher, 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 Whitecross Hereford 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 |
|------------------------------------|-------------------|-------------------|
| Marc Hales | 4 | 4 |
| Andrew Douthwaite | 3 | 4 |
| Andrew Blackman Resigned July 2019 | | |
| Oremi Evans | 3 | 4 |
| Alistair Fitt | 4 | 4 |
| Ruth Hulse | 3 | 4 |
| Tim Knapp | 4 | 4 |
| Julie Milsom | 3 | 4 |
| Timothy Pitcher | 1 | 4 |
| Charlotte Thomas | 4 | 4 |
| Nigel Wrigley | 4 | 4 |
| Susan Keswick | 4 | 4 |
| Joanne Woolley | 4 | 4 |
| Lisa Roberts Resigned 17.07.2020 | 2 | 4 |
| Theresa Wood wef 24.01.2020 | 2 | 4 |

The Governor and SLT Briefing - Outcomes is a sub-committee of the main Board of Trustees. Its purpose is the school review and the setting of subcommittee work load, the review of the School Development Plan and Self Evaluation Statement, Ofsted readiness, Admissions Policy(7 years); Instruments and Articles of Governance; Prospectus/ Website; Target Setting; Register of Interest; Staffing Structure and the Single Central Record.

Evidence of effectiveness - GCSE analysis; Student performance updates; School Development Plan; Self-Evaluation Form; External Audit Report; Trustees Report; Staffing structure including TLR allowances; Staff absence; Staff turnover, Performance Management (appraisal, progression, absence, conduct, performance) ;Single Central Record and CPD.

**WHITCROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

GOVERNANCE STATEMENT (CONTINUED)

GOVERNANCE (CONTINUED)

Attendance at meetings in the year was as follows:

| Trustee | Meetings attended | Out of a possible |
|-------------------|-------------------|-------------------|
| Marc Hales | 5 | 6 |
| Andrew Douthwaite | 4 | 6 |
| Tim Knapp | 6 | 6 |
| Ruth Hulse | 4 | 5 |
| Nigel Wrigley | 5 | 6 |

The Audit Committee is a sub-committee of the main Board of Trustees. Its purpose is to meet annually to review internal financial control in order to mitigate risk and ratify the end of the financial year to ensure value for money.

Attendance at meetings in the year was as follows:

| Trustee | Meetings attended | Out of a possible |
|-------------------------|-------------------|-------------------|
| Tim Knapp | 1 | 1 |
| Nigel Wrigley | 1 | 1 |
| Alistair Fitt | 1 | 1 |
| Marc Hales | 1 | 1 |
| Supported by Sue Lusted | | |

Evidence of effectiveness – Financial impropriety is negated, risk reduced with all matters of a financial nature being fully compliant with The Academies Financial Handbook.

The Quality of Education Committee is a sub-committee of the main Board of Trustees. Its purpose is to support a broad and balanced curriculum; review the Classroom Expectations Policy, Assessment & Feedback Policy, Homework Policy, Collective Worship Policy, Sex Education Policy; review and support the exam related protocols/guidance, off-site Provision Policy and Y7 Literacy and Numeracy Catch up statement. One meeting was cancelled due to COVID 19.

Attendance at meetings in the year was as follows:

| Trustee | Meetings attended | Out of a possible |
|------------------------------|-------------------|-------------------|
| Andrew Douthwaite | 3 | 3 |
| Marc Hales | 1 | 3 |
| Timothy Pitcher | 2 | 3 |
| Joanne Woolley | 3 | 3 |
| Lisa Roberts | 2 | 3 |
| Supported by Mark Desborough | | |

Evidence of effectiveness - External curriculum reviews, learning walks, policy reviews, stakeholder feedback, outcomes and reporting evidence.

The Behaviour, Attitudes and Personal Development Committee is a sub-committee of the main Board of Trustees. Its purpose is to review and support the Behaviour for Learning and exclusion Policy, Anti-bullying Policy, Safeguarding and Child Protection Policy, Attendance Policy, Special Educational Needs Policy, Off site Visits Policy and Uniform Policy, Students with Medical Conditions Policy and Pupil Premium Strategy. One meeting was cancelled due to COVID 19.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

GOVERNANCE STATEMENT (CONTINUED)

GOVERNANCE (CONTINUED)

Attendance at meetings in the year was as follows:

| Trustee | Meetings attended | Out of a possible |
|-------------------------------|-------------------|-------------------|
| Oremi Evans | 2 | 3 |
| Ruth Hulse | 3 | 3 |
| Julie Milsom | 3 | 3 |
| Charlotte Thomas | 1 | 3 |
| Susan Keswick | 1 | 3 |
| Supported by Robert Patterson | | |

Evidence of effectiveness - C3/ C4 and exclusion data, attendance and absence data, numbers on roll and variations, reported incidents – bullying and racial, parent / student survey, Pupil Premium usage, Services Premium usage and Catch up Premium usage.

The Staffing and Finance Committee is a sub-committee of the main Board of Trustees. Its purpose is to adhere to the statutory directive outlined in the Financial Handbook, review and support the Charging and Remission Policy, Emergency and Disaster Recovery Plan, Data Protection Policy to include Publication of information scheme, Health and Safety Policy, Risk Register, Access Plan, Record Retention Scheme in line with the GDPR, CCTV code of practice, Staff absence Policy, Grievance Policy, Complaints Policy, Allegations of Abuse Policy, Local Government Pensions Policy, Capability Policy, Pay Policy, Charging and Remissions Policy, Equality Policy and Admissions Policy.

Attendance at meetings in the year was as follows:

| Trustee | Meetings attended | Out of a possible |
|---|-------------------|-------------------|
| Nigel Wrigley | 3 | 4 |
| Marc Hales | 4 | 4 |
| Alistair Fitt | 4 | 4 |
| Timothy Knapp | 4 | 4 |
| Supported by Timothy Knapp and Sue Lusted | | |

Evidence of effectiveness – Regular budget monitoring and cash flow analysis, disposal of assets, best value, PFI Contract, H&S report from external reviewer, termly Responsible Officer reports, Spending or Pupil Premium and Catch Up Premium monitoring and analysis and adherence to GDPR.

REVIEW OF VALUE FOR MONEY

As Accounting Officer the Head Teacher 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 appropriate. The Accounting Officer for the Academy Trust has delivered improved value for money during the year by:

- Robust financial governance and budget management;
- Value for money purchasing;
- Reviewing controls and managing risk;
- Considering allocation/targeting/use of resources;
- Not allocating time/resources to areas where few improvements can be achieved;
- Making comparisons with similar Academies using data provided by the ESFA and the Government;
- Challenging proposals and examining their effectiveness and efficiency;
- Deploying staff effectively;
- Reviewing quality of curriculum provision and quality of teaching;

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

GOVERNANCE STATEMENT (CONTINUED)

REVIEW OF VALUE FOR MONEY (CONTINUED)

- Reviewing quality of children's learning to enable children to achieve nationally expected progress;
- Outlining procedures for accepting best value quotes, noting that this is not necessarily the cheapest quote.

THE PURPOSE OF THE SYSTEM OF INTERNAL CONTROL

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of Academy 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 Whitecross Hereford for the year 1 September 2019 to 31 August 2020 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 2019 to 31 August 2020 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 and Finance 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 (assets 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 Kreston Reeves as internal auditor.

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

- Testing of payroll systems;
- Testing of purchase systems;
- Testing of control account/bank account reconciliations;
- Testing of statutory conformance to the Academies Financial Handbook;
- Testing of Capital purchase;
- Testing of Value for Money;

On a quarterly basis the Chair of Staffing and Finance Sub Committee reports to the Board of Trustees, through the Finance Committee, on the operation of the systems of control and on the discharge of the Board of Trustees' financial responsibilities.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

GOVERNANCE STATEMENT (CONTINUED)

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 Responsible Officer (Bishop Fleming);
- The work of the external auditor;
- The financial management and governance self-assessment process;
- The work of the executive managers within the Academy Trust who have responsibility for the development and maintenance of the internal control framework;
- Challenge from Governors.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance 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 **22/11/21**
their behalf by:

and signed on


M Hales
Chair of Trustees


T Knapp
Accounting Officer

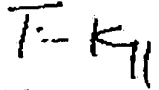
**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As Accounting Officer of Whitecross Hereford I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education and Skills Funding Agency of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the Academy Trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2020.

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 2020.

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.


T Knapp
Accounting Officer
Date: 22/1/21

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 AUGUST 2020**

The Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with the Academies Accounts Direction published by the Education 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:

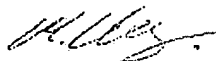
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the Board of Trustees and signed on its behalf by:



M Hales
Chair of Trustees

Date: 22/1/21

**WHITCROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
WHITCROSS HEREFORD**

OPINION

We have audited the financial statements of Whitcross Hereford (the 'Academy') for the year ended 31 August 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy's affairs as at 31 August 2020 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 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Academy in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

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

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

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
WHITECROSS HEREFORD (CONTINUED)**

OTHER INFORMATION

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Other information includes the Reference and administrative details, the Trustees' report including the Strategic Report, and the Governance statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If 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' Report including the Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the 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 and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Strategic Report.

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

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

**WHITCROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
WHITCROSS HEREFORD (CONTINUED)**

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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.

AUDITORS' 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 Auditors' 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. This description forms part of our Auditors' Report.

USE OF OUR REPORT

This report is made solely to the Academy's Members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Academy's Members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Academy and its Members, as a body, for our audit work, for this report, or for the opinions we have formed.



Andrew Wood FCCA (Senior statutory auditor)
for and on behalf of
Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
1-3 College Yard
Worcester
WR1 2LB

Date: 22nd January 2021.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO
WHITECROSS HEREFORD AND THE EDUCATION & SKILLS FUNDING AGENCY**

In accordance with the terms of our engagement letter dated 17 September 2020 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Whitecross Hereford during the year 1 September 2019 to 31 August 2020 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 Whitecross Hereford and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Whitecross Hereford and ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Whitecross Hereford and ESFA, for our work, for this report, or for the conclusion we have formed.

**RESPECTIVE RESPONSIBILITIES OF WHITECROSS HEREFORD'S ACCOUNTING OFFICER AND
THE REPORTING ACCOUNTANT**

The Accounting Officer is responsible, under the requirements of Whitecross Hereford's funding agreement with the Secretary of State for Education dated 11 July 2011 and the Academies Financial Handbook, extant from 1 September 2019, 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 2019 to 2020. 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 2019 to 31 August 2020 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 2019 to 2020 issued by 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.

Our work on regularity included a review of the internal controls policies and procedures that have been implemented and an assessment of their design and effectiveness to understand how the Academy complied with the framework of authorities. We also review the reports commissioned by the Trustees to assess the internal controls throughout the year.

We performed detailed testing based on our assessment of the risk of material irregularity, impropriety and non-compliance. This work was integrated with our audit on the financial statements where appropriate and included analytical review and detailed substantive testing of transactions.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO
WHITECROSS HEREFORD AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)**

CONCLUSION

In the course of our work, nothing has come to our attention which suggest in all material respects the expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



Andrew Wood FCCA (Reporting Accountant)
Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
1-3 College Yard
Worcester
WR1 2LB

Date: 22nd January 2021

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 AUGUST 2020

| | Note | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Restricted fixed asset funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|---|------|------------------------------------|----------------------------------|---|-----------------------------|-----------------------------|
| INCOME FROM: | | | | | | |
| Donations and capital grants | 4 | 41,885 | 189,242 | 24,416 | 255,543 | 234,145 |
| Charitable activities | 5 | - | 5,499,035 | - | 5,499,035 | 5,010,986 |
| Other trading activities | 6 | 8,243 | - | - | 8,243 | 2,813 |
| Investments | 7 | 1,827 | - | - | 1,827 | 4,174 |
| TOTAL INCOME | | 51,955 | 5,688,277 | 24,416 | 5,764,648 | 5,252,118 |
| EXPENDITURE ON: | | | | | | |
| Charitable activities | 8 | 21,559 | 5,696,565 | 19,919 | 5,738,043 | 5,236,687 |
| TOTAL EXPENDITURE | | 21,559 | 5,696,565 | 19,919 | 5,738,043 | 5,236,687 |
| NET INCOME/(EXPENDITURE) | | 30,396 | (8,288) | 4,497 | 26,605 | 15,431 |
| Transfers between funds | 18 | - | 11,406 | (11,406) | - | - |
| NET MOVEMENT IN FUNDS BEFORE OTHER RECOGNISED GAINS/(LOSSES) | | 30,396 | 3,118 | (6,909) | 26,605 | 15,431 |
| OTHER RECOGNISED GAINS/(LOSSES): | | | | | | |
| Actuarial gains/(losses) on defined benefit pension schemes | 24 | - | 82,000 | - | 82,000 | (670,000) |
| NET MOVEMENT IN FUNDS | | 30,396 | 85,118 | (6,909) | 108,605 | (654,569) |
| RECONCILIATION OF FUNDS: | | | | | | |
| Total funds brought forward | | 477,175 | (2,143,470) | 142,543 | (1,523,752) | (869,183) |
| Net movement in funds | | 30,396 | 85,118 | (6,909) | 108,605 | (654,569) |
| TOTAL FUNDS CARRIED FORWARD | | 507,571 | (2,058,352) | 135,634 | (1,415,147) | (1,523,752) |

The Statement of Financial Activities includes all gains and losses recognised in the year.

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
(CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020**

The notes on pages 29 to 51 form part of these financial statements.

WHITECROSS HEREFORD
{A COMPANY LIMITED BY GUARANTEE}
REGISTERED NUMBER:07793019

BALANCE SHEET
AS AT 31 AUGUST 2020

| | Note | 2020 £ | 2019 £ |
|--|------|--------------------|--------------------|
| FIXED ASSETS | | | |
| Tangible assets | 14 | 123,539 | 120,098 |
| CURRENT ASSETS | | | |
| Debtors | 15 | 180,844 | 143,885 |
| Cash at bank and in hand | | 1,033,191 | 790,969 |
| | | <u>1,194,035</u> | <u>934,854</u> |
| Creditors: amounts falling due within one year | 16 | (432,721) | (354,704) |
| NET CURRENT ASSETS | | <u>761,314</u> | <u>580,150</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>884,853</u> | <u>700,248</u> |
| Defined benefit pension scheme liability | 24 | (2,300,000) | (2,224,000) |
| TOTAL NET ASSETS | | <u>(1,415,147)</u> | <u>(1,523,752)</u> |
| FUNDS OF THE ACADEMY | | | |
| Restricted funds: | | | |
| Fixed asset funds | 18 | 135,634 | 142,543 |
| General funds | 18 | 241,848 | 80,530 |
| | | <u>377,282</u> | <u>223,073</u> |
| Restricted funds excluding pension asset | 18 | 377,282 | 223,073 |
| Pension reserve | 18 | (2,300,000) | (2,224,000) |
| Total restricted funds | 18 | <u>(1,922,718)</u> | <u>(2,000,927)</u> |
| Unrestricted Income funds | 18 | <u>507,571</u> | <u>477,175</u> |
| TOTAL FUNDS | | <u>(1,415,147)</u> | <u>(1,523,752)</u> |

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements on pages 25 to 51 were approved and authorised for issue by the Trustees and are signed on their behalf, by:


M Hales
Chair of Trustees

Date: 22/1/21

The notes on pages 29 to 51 form part of these financial statements.

WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2020

| | Note | 2020 £ | 2019 £ |
|---|--------|------------------|----------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Net cash provided by operating activities | 20 | 239,339 | 29,890 |
| CASH FLOWS FROM INVESTING ACTIVITIES | 21 | 2,883 | (22,237) |
| CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR | | 242,222 | 7,653 |
| Cash and cash equivalents at the beginning of the year | | 790,969 | 783,316 |
| CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR | 22, 23 | 1,033,191 | 790,969 |

The notes on pages 29 to 51 form part of these financial statements

**WHITECROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

1. GENERAL INFORMATION

Whitecross Hereford is a private company limited by guarantee, incorporated in the UK and registered in England and Wales. The registered office is Three Elms Road, Hereford, Herefordshire, HR4 0RN.

These financial statements cover the individual entity only. They are presented in £ and rounded to the nearest £.

2. ACCOUNTING POLICIES

A summary of the principal accounting policies adopted, judgements and key sources of estimation uncertainty, is set out below.

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements of the Academy, which is a public benefit entity under FRS 102, have been prepared under the historic 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 2019 to 2020 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Whitecross Hereford meets the definition of a public benefit entity under FRS 102.

2.2 FUND ACCOUNTING

Unrestricted income 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 fixed asset funds are resources which are to be applied to specific capital purposes imposed by the 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.

Investment income, gains and losses are allocated to the appropriate fund.

Transfers are made between restricted funds and restricted fixed asset funds where restricted funds are used to purchase fixed assets.

**WHITCROSS HEREFORD
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

2. ACCOUNTING POLICIES (continued)

2.3 INCOME

All incoming resources are recognised when the Academy 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**

Sponsorship income provided to the Academy 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 receipt is probable and it can be measured reliably.

• **Donations**

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**

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

2.4 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.

• **Charitable activities**

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

All resources expended are inclusive of irrecoverable VAT.

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(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

2. ACCOUNTING POLICIES (continued)

2.5 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 Academy 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 has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy's ability to continue as a Going Concern, thus they continue to adopt the Going Concern basis of accounting in preparing the financial statements.

2.6 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Academy; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS

Assets costing £2,000 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 and reducing balance basis over its expected useful life, as follows:

Depreciation is provided on the following bases:

| | |
|-------------------------|------------------------|
| Furniture and equipment | - 10% straight line |
| Motor vehicles | - 25% reducing balance |

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.

2.8 OPERATING LEASES

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

2.9 DEBTORS

Trade and other debtors with no stated interest rate and due within one year are recorded at the amount of the cash or other consideration expected to be received. Prepayments are valued at the amount paid.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

2. ACCOUNTING POLICIES (continued)

2.10 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account and cash on deposit that has a notice period of less than 30 days.

2.11 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 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.

2.12 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 bases 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 15. Prepayments are not financial instruments.

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

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 16. 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. Amounts due to the Academy's wholly owned subsidiary are held at face value less any impairment.

2.13 TAXATION

The Academy 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 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.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

2. ACCOUNTING POLICIES (continued)

2.14 PENSIONS

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy 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 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.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

3. 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 or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 24, 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 2020. 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 judgement:

The Academy Trust obtains use of fixed assets as a lessee. The classification of such leases as operating or finance lease requires the Academy Trust to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Balance Sheet.

4. INCOME FROM DONATIONS AND CAPITAL GRANTS

| | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Restricted fixed asset funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|-------------------|------------------------------------|----------------------------------|---|-----------------------------|-----------------------------|
| Donations | 41,885 | - | - | 41,885 | 14,636 |
| Capital grants | - | - | 24,416 | 24,416 | 64,083 |
| School fund | - | 189,242 | - | 189,242 | 155,426 |
| TOTAL 2020 | 41,885 | 189,242 | 24,416 | 255,543 | 234,145 |
| TOTAL 2019 | 14,636 | 155,426 | 64,083 | 234,145 | |

**WHITECROSS HEREFORD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

5. FUNDING FOR THE ACADEMY'S EDUCATIONAL OPERATIONS

| | Restricted funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|--------------------------------|--|---------------------------------------|---------------------------------------|
| DFE/ESFA GRANTS | | | |
| General Annual Grant | 4,869,983 | 4,869,983 | 4,693,156 |
| Other DfE/ESFA grants | 504,621 | 504,621 | 230,195 |
| | <u>5,374,604</u> | <u>5,374,604</u> | <u>4,923,351</u> |
| OTHER GOVERNMENT GRANTS | | | |
| High Needs | 102,131 | 102,131 | 74,235 |
| Other government grants | 22,300 | 22,300 | 13,400 |
| | <u>124,431</u> | <u>124,431</u> | <u>87,635</u> |
| TOTAL 2020 | <u>5,499,035</u> | <u>5,499,035</u> | <u>5,010,986</u> |
| TOTAL 2019 | <u>5,010,986</u> | <u>5,010,986</u> | |

6. INCOME FROM OTHER TRADING ACTIVITIES

| | Unrestricted funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|-------------------|--|---------------------------------------|---------------------------------------|
| Lettings | 8,243 | 8,243 | 2,813 |
| | <u>2,813</u> | <u>2,813</u> | |
| TOTAL 2019 | <u>2,813</u> | <u>2,813</u> | |

7. INVESTMENT INCOME

| | Unrestricted funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|-------------------|--|---------------------------------------|---------------------------------------|
| Bank interest | 1,827 | 1,827 | 4,174 |
| | <u>4,174</u> | <u>4,174</u> | |
| TOTAL 2019 | <u>4,174</u> | <u>4,174</u> | |

WHITECROSS HEREFORD
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

7. INVESTMENT INCOME (CONTINUED)

8. EXPENDITURE

| | Staff Costs 2020 £ | Premises 2020 £ | Other 2020 £ | Total 2020 £ | Total 2019 £ |
|-------------------|--------------------------|-----------------------|--------------------|--------------------|--------------------|
| Education: | | | | | |
| Direct costs | 4,083,021 | 19,918 | 501,063 | 4,604,002 | 4,236,216 |
| Support costs | 182,883 | 108,148 | 843,010 | 1,134,041 | 1,000,471 |
| TOTAL 2020 | 4,265,904 | 128,066 | 1,344,073 | 5,738,043 | 5,236,687 |
| TOTAL 2019 | 3,894,147 | 618,966 | 723,574 | 5,236,687 | |

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES

| | Activities undertaken directly 2020 £ | Support costs 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|-------------------|---|-------------------------------|-----------------------------|-----------------------------|
| Education | 4,604,002 | 1,134,041 | 5,738,043 | 5,236,687 |
| TOTAL 2019 | 4,236,216 | 1,000,471 | 5,236,687 | |

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

Analysis of direct costs

| | Total funds 2020 £ | Total funds 2019 £ |
|-------------------------|-----------------------------------|-----------------------------------|
| Pension finance costs | 27,000 | 27,200 |
| Staff costs | 4,083,021 | 3,736,582 |
| Depreciation | 19,919 | 7,273 |
| Educational supplies | 162,460 | 173,017 |
| Examination fees | 71,738 | 66,243 |
| Staff development | 5,445 | 3,276 |
| Other costs | 62,598 | 71,011 |
| Recruitment and support | 170,915 | 150,902 |
| Technology costs | 907 | 712 |
| | 4,604,002 | 4,236,216 |

Analysis of support costs

| | Total funds 2020 £ | Total funds 2019 £ |
|---------------------------------------|-----------------------------------|-----------------------------------|
| Pension finance costs | 14,000 | 12,600 |
| Staff costs | 182,883 | 157,565 |
| Other costs | 80,985 | 13,682 |
| Recruitment and support | 14,286 | 8,732 |
| Maintenance of premises and equipment | 11,202 | 19,473 |
| Rent and rates | 37,877 | 34,832 |
| Energy costs | 36,797 | 32,933 |
| Insurance | 22,272 | 24,262 |
| Security and transport | 2,405 | 7,218 |
| Catering | 41,323 | 35,016 |
| Technology costs | 67,613 | 73,416 |
| Office overheads | 24,648 | 25,038 |
| Legal and professional | 21,191 | 11,384 |
| PFI Charges | 572,338 | 524,455 |
| Educational consultancy | 4,220 | 19,665 |
| | 1,134,041 | 1,000,471 |

WHITECROSS HEREFORD
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) for the year includes:

| | 2020 £ | 2019 £ |
|---------------------------------------|-----------|-----------|
| Operating lease rentals | 10,354 | 19,531 |
| Depreciation of tangible fixed assets | 19,919 | 7,273 |
| PFI charges | 572,338 | 524,455 |
| Fees paid to auditors for: | | |
| - audit | 10,750 | 10,450 |
| - other services | 4,245 | 3,830 |

11. STAFF

a. STAFF COSTS

Staff costs during the year were as follows:

| | 2020 £ | 2019 £ |
|-----------------------|-----------|-----------|
| Wages and salaries | 3,062,114 | 2,941,998 |
| Social security costs | 354,398 | 297,581 |
| Pension costs | 802,280 | 623,176 |
| | 4,218,792 | 3,862,755 |
| Agency staff costs | 47,112 | 31,392 |
| | 4,265,904 | 3,894,147 |

b. STAFF NUMBERS

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

| | 2020 No. | 2019 No. |
|-----------------------------|-------------|-------------|
| Teachers | 58 | 57 |
| Educational support | 68 | 61 |
| Administrative and clerical | 13 | 14 |
| Management | 5 | 5 |
| | 144 | 137 |

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**NOTES TO THE FINANCIAL STATEMENTS
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11. STAFF (CONTINUED)

c. HIGHER PAID STAFF

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

| | 2020 No. | 2019 No. |
|--------------------------------|-------------|-------------|
| In the band £60,001 - £70,000 | 1 | 2 |
| In the band £70,001 - £80,000 | 2 | - |
| In the band £80,001 - £90,000 | - | 1 |
| In the band £90,001 - £100,000 | 1 | - |

d. KEY MANAGEMENT PERSONNEL

The key management personnel of the Academy comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy was £474,799 (2019 £321,674).

12. TRUSTEES' REMUNERATION AND EXPENSES

The Head Teacher and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of Head Teacher and staff, and not in respect of their services as Trustees. Other Trustees did not receive any payments from the Academy in respect of their role as Trustees. The value of Trustees' remuneration in the year was as follows; T Knapp: remuneration £90,000 - £95,000 (2019: £85,000 - £90,000), employer's pension contributions £20,000 - £25,000 (2019: £10,000 - £15,000); S Keswick: remuneration £10,000 - £15,000 (2019: £15,000 - £20,000), employer's pension contributions £0 - £5,000 (2019: £0 - £5,000); J Woolley: remuneration £30,000 - £35,000 (2019: £25,000 - £30,000), employer's pension contributions £5,000 - £10,000 (2019: £0 - £5,000); T Pitcher: remuneration £40,000 - £45,000 (2019: £35,000 - £40,000), employer's pension contributions £5,000 - £10,000 (2019: £5,000 - £10,000).

During the year ended 31 August 2020, expenses totalling £Nil were reimbursed or paid directly to the Trustees (2019 - £575). The nature of the expenses were travel expenses.

13. 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 £2,000,000 on any one claim and the cost for the year ended 31 August 2020 was £18,592 (2019: £24,262). The cost of this insurance is included in the total insurance cost.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

14. TANGIBLE FIXED ASSETS

| | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--------------------------|--|---------------------------------|--------------------|
| COST OR VALUATION | | | |
| At 1 September 2019 | 125,704 | 27,690 | 153,394 |
| Additions | 23,360 | - | 23,360 |
| At 31 August 2020 | 149,064 | 27,690 | 176,754 |
| DEPRECIATION | | | |
| At 1 September 2019 | 12,178 | 21,118 | 33,296 |
| Charge for the year | 13,347 | 6,572 | 19,919 |
| At 31 August 2020 | 25,525 | 27,690 | 53,215 |
| NET BOOK VALUE | | | |
| At 31 August 2020 | 123,539 | - | 123,539 |
| At 31 August 2019 | 113,526 | 6,572 | 120,098 |

15. DEBTORS

| | 2020 £ | 2019 £ |
|--------------------------------|-------------------|-------------------|
| DUE WITHIN ONE YEAR | | |
| Trade debtors | 5,049 | 7,691 |
| Prepayments and accrued income | 68,481 | 77,557 |
| VAT recoverable | 87,314 | 58,637 |
| | 160,844 | 143,885 |

**WHITECROSS HEREFORD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|--|----------------|----------------|
| Trade creditors | 1,568 | 19,802 |
| Other taxation and social security | 76,231 | 74,314 |
| Other creditors | 91,195 | 63,756 |
| Accruals and deferred income | 263,727 | 196,832 |
| | <u>432,721</u> | <u>354,704</u> |
| | 2020 £ | 2019 £ |
| Deferred income at 1 September 2019 | 135,711 | 143,517 |
| Resources deferred during the year | 52,779 | 135,711 |
| Amounts released from previous periods | (135,711) | (143,517) |
| | <u>52,779</u> | <u>135,711</u> |

Deferred income at the year end relates to Universal Infant Free School Meals, rates relief, and other grants that were funded in advance.

17. FINANCIAL INSTRUMENTS

| | 2020 £ | 2019 £ |
|--|------------------|----------------|
| FINANCIAL ASSETS | | |
| Financial assets measured at fair value through income and expenditure | <u>1,033,191</u> | <u>790,969</u> |

Financial assets measured at fair value through income and expenditure comprise cash at bank and in hand.

**WHITCROSS HEREFORD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

18. STATEMENT OF FUNDS

| | Balance at 1 September 2019 £ | Income £ | Expenditure £ | Transfers In/out £ | Gains/ (Losses) £ | Balance at 31 August 2020 £ |
|-------------------------------------|--|-------------|------------------|--------------------------|-------------------------|--------------------------------------|
| UNRESTRICTED FUNDS | | | | | | |
| General funds | 477,175 | 51,955 | (21,559) | - | - | 507,571 |
| RESTRICTED GENERAL FUNDS | | | | | | |
| General Annual Grant | 57,424 | 4,869,984 | (4,737,627) | 11,406 | - | 201,187 |
| Pupil premium | - | 189,517 | (189,517) | - | - | - |
| High needs | - | 102,131 | (102,131) | - | - | - |
| Educational trips | 23,106 | 188,270 | (170,915) | - | - | 40,461 |
| Other grants | - | 338,375 | (338,375) | - | - | - |
| Pension reserve | (2,224,000) | - | (158,000) | - | 82,000 | (2,300,000) |
| | (2,143,470) | 5,688,277 | (5,696,565) | 11,406 | 82,000 | (2,058,352) |
| RESTRICTED FIXED ASSET FUNDS | | | | | | |
| DfE/ESFA capital grants | 138,134 | 24,416 | (19,302) | (11,406) | - | 131,842 |
| Other grants | 4,409 | - | (617) | - | - | 3,792 |
| | 142,543 | 24,416 | (19,919) | (11,406) | - | 135,634 |
| TOTAL RESTRICTED FUNDS | (2,000,927) | 5,712,693 | (5,716,484) | - | 82,000 | (1,922,718) |
| TOTAL FUNDS | (1,523,752) | 5,764,648 | (5,738,043) | - | 82,000 | (1,415,147) |

**WHITCROSS HEREFORD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

18. STATEMENT OF FUNDS (CONTINUED)

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

RESTRICTED FUNDS:

General Annual Grant - Income from the ESFA which is to be used for the normal running costs of the Academy, including education and support costs.

Pupil Premium - Pupil Premium represents funding received from the ESFA for children that qualify for free school meals to enable the Academy to address the current underlying inequalities between those children and their wealthier peers.

High Needs - Funding received by the Local Authority to fund further support for students with additional needs.

Educational trips - This represents funding received for specific educational trips.

Other grants - Income which has been received for specific purposes.

Pension reserve - this represents the academy's share of the assets and liabilities in the Local Government Pension Scheme. As with most pension schemes this is currently in deficit due to an excess of scheme liabilities over scheme assets which were inherited on conversion to an Academy. The Academy is following the recommendations of the actuary to reduce the deficit by making additional contributions over a number of years.

RESTRICTED FIXED ASSET FUNDS:

DfE/ESFA capital grants - This represents funding from the ESFA to cover the maintenance and purchase of the Academy's fixed assets.

Other capital grants - This represents capital grants received for specific capital projects.

OTHER INFORMATION

Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG it could carry forward at 31 August 2020.

**WHITCROSS HEREFORD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

18. STATEMENT OF FUNDS (CONTINUED)

Comparative information in respect of the preceding year is as follows:

| | Balance at 1 September 2018 £ | Income £ | Expenditure £ | Gains/ (Losses) £ | Balance at 31 August 2019 £ |
|-------------------------------------|--|------------------|--------------------|-------------------------|--------------------------------------|
| UNRESTRICTED FUNDS | | | | | |
| General Funds - all funds | 471,502 | 21,623 | (15,950) | - | 477,175 |
| RESTRICTED GENERAL FUNDS | | | | | |
| General Annual Grant | - | 4,723,056 | (4,665,632) | - | 57,424 |
| Pupil premium | - | 213,695 | (213,695) | - | - |
| High needs | - | 74,235 | (74,235) | - | - |
| Educational trips | 18,582 | 155,426 | (150,902) | - | 23,106 |
| Pension reserve | (1,445,000) | - | (109,000) | (670,000) | (2,224,000) |
| | <u>(1,426,418)</u> | <u>5,166,412</u> | <u>(5,213,464)</u> | <u>(670,000)</u> | <u>(2,143,470)</u> |
| RESTRICTED FIXED ASSET FUNDS | | | | | |
| DfE/ESFA capital grants | 81,177 | 63,483 | (6,526) | - | 138,134 |
| Other grants | 4,556 | 600 | (747) | - | 4,409 |
| | <u>85,733</u> | <u>64,083</u> | <u>(7,273)</u> | <u>-</u> | <u>142,543</u> |
| TOTAL RESTRICTED FUNDS | <u>(1,340,685)</u> | <u>5,230,495</u> | <u>(5,220,737)</u> | <u>(670,000)</u> | <u>(2,000,927)</u> |
| TOTAL FUNDS | <u>(869,183)</u> | <u>5,252,118</u> | <u>(5,236,687)</u> | <u>(670,000)</u> | <u>(1,523,752)</u> |

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT PERIOD

| | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Restricted fixed asset funds 2020 £ | Total funds 2020 £ |
|-------------------------------|------------------------------------|----------------------------------|---|-----------------------------|
| Tangible fixed assets | - | - | 123,539 | 123,539 |
| Current assets | 507,571 | 674,369 | 12,095 | 1,194,035 |
| Creditors due within one year | - | (432,721) | - | (432,721) |
| Pension scheme liability | - | (2,300,000) | - | (2,300,000) |
| TOTAL | 507,571 | (2,058,352) | 135,634 | (1,415,147) |

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR PERIOD

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Restricted fixed asset funds 2019 £ | Total funds 2019 £ |
|-------------------------------|------------------------------------|----------------------------------|---|-----------------------------|
| Tangible fixed assets | - | - | 120,098 | 120,098 |
| Current assets | 477,175 | 435,234 | 22,445 | 934,854 |
| Creditors due within one year | - | (354,704) | - | (354,704) |
| Pension scheme liability | - | (2,224,000) | - | (2,224,000) |
| TOTAL | 477,175 | (2,143,470) | 142,543 | (1,523,752) |

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20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2020 £ | 2019 £ |
|--|----------------|---------------|
| Net income for the period (as per Statement of Financial Activities) | 26,605 | 15,431 |
| ADJUSTMENTS FOR: | | |
| Depreciation | 19,919 | 7,273 |
| Capital grants from DfE and other capital income | (24,416) | (64,083) |
| Interest receivable | (1,827) | (4,174) |
| Defined benefit pension scheme past service cost | 30,000 | 43,000 |
| Defined benefit pension scheme cost less contributions payable | 87,000 | 26,000 |
| Defined benefit pension scheme finance cost | 41,000 | 40,000 |
| Increase in debtors | (16,958) | (6,190) |
| Increase/(decrease) in creditors | 78,016 | (27,367) |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | 239,339 | 29,890 |

21. CASH FLOWS FROM INVESTING ACTIVITIES

| | 2020 £ | 2019 £ |
|--|--------------|-----------------|
| Interest received | 1,827 | 4,173 |
| Purchase of tangible fixed assets | (23,380) | (90,493) |
| Capital grants from DfE Group | 24,416 | 64,083 |
| NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES | 2,883 | (22,237) |

22. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2020 £ | 2019 £ |
|--|------------------|----------------|
| Cash in hand | 1,033,191 | 790,969 |
| TOTAL CASH AND CASH EQUIVALENTS | 1,033,191 | 790,969 |

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23. ANALYSIS OF CHANGES IN NET DEBT

| | At 1 September 2019 £ | Cash flows £ | At 31 August 2020 £ |
|--------------------------|--------------------------------|-----------------|---------------------------|
| Cash at bank and In hand | 790,969 | 242,222 | 1,033,191 |
| | <u>790,969</u> | <u>242,222</u> | <u>1,033,191</u> |

24. PENSION COMMITMENTS

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

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

Contributions amounting to £91,185 were payable to the schemes at 31 August 2020 (2019 - £63,754) and are included within creditors.

TEACHERS' PENSION SCHEME

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies. All teachers have the option to opt-out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary - these contributions 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 every 4 years. 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 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million

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24. PENSION COMMITMENTS (CONTINUED)

- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI, assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

The employer's pension costs paid to TPS in the year amounted to £497,640 (2019 - £377,657).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (<https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx>).

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

LOCAL GOVERNMENT PENSION SCHEME

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £237,000 (2019 - £215,000), of which employer's contributions totalled £195,000 (2019 - £177,000) and employees' contributions totalled £ 42,000 (2019 - £38,000). The agreed contribution rates for future years are 17 per cent for employers and 5.5 - 12.5 per cent for employees.

As described in note 2.14 the LGPS obligation relates to the employees of the Academy, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the year. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the Academy at the balance sheet date.

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

Principal actuarial assumptions

| | 2020 % | 2019 % |
|--|-----------|-----------|
| Rate of increase in salaries | 3.90 | 3.60 |
| Rate of increase for pensions in payment / inflation | 2.50 | 2.20 |
| Discount rate for scheme liabilities | 1.80 | 1.80 |
| Inflation assumption (CPI) | 2.40 | 2.10 |

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

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24. PENSION COMMITMENTS (CONTINUED)

| | 2020 Years | 2019 Years |
|-----------------------------|---------------|---------------|
| <i>Retiring today</i> | | |
| Males | 22.6 | 22.8 |
| Females | 25.0 | 25.8 |
| <i>Retiring in 20 years</i> | | |
| Males | 24.2 | 25.1 |
| Females | 27.0 | 28.2 |

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

| | 2020 £ | 2019 £ |
|-------------------------------------|------------------|------------------|
| Equities | 1,364,000 | 1,364,000 |
| Government bonds | 240,000 | 240,000 |
| Property | 115,000 | 115,000 |
| Cash and other liquid assets | 56,000 | 56,000 |
| Other | 148,000 | 148,000 |
| TOTAL MARKET VALUE OF ASSETS | 1,923,000 | 1,923,000 |

The actual return on scheme assets was £32,000 (2019 - £77,000).

The amounts recognised in the Statement of Financial Activities are as follows:

| | 2020 £ | 2019 £ |
|---|------------------|------------------|
| Current service cost | (282,000) | (203,000) |
| Past service cost | (30,000) | (43,000) |
| Interest income | 33,000 | 48,000 |
| Interest cost | (74,000) | (88,000) |
| TOTAL AMOUNT RECOGNISED IN THE STATEMENT OF FINANCIAL ACTIVITIES | (353,000) | (286,000) |

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24. PENSION COMMITMENTS (CONTINUED)

Changes in the present value of the defined benefit obligations were as follows:

| | 2020 £ | 2019 £ |
|------------------------|------------------|------------------|
| At 1 September | 4,147,000 | 3,138,000 |
| Current service cost | 282,000 | 203,000 |
| Interest cost | 74,000 | 88,000 |
| Employee contributions | 42,000 | 38,000 |
| Actuarial gains | (121,000) | 697,000 |
| Benefits paid | (37,000) | (60,000) |
| Past service costs | 30,000 | 43,000 |
| AT 31 AUGUST | 4,417,000 | 4,147,000 |

Changes in the fair value of the Academy's share of scheme assets were as follows:

| | 2020 £ | 2019 £ |
|---------------------------|------------------|------------------|
| At 1 September | 1,923,000 | 1,693,000 |
| Expected return on assets | 36,000 | 50,000 |
| Actuarial gains | (39,000) | 27,000 |
| Employer contributions | 195,000 | 177,000 |
| Employee contributions | 42,000 | 38,000 |
| Benefits paid | (37,000) | (60,000) |
| Administration fees | (3,000) | (2,000) |
| AT 31 AUGUST | 2,117,000 | 1,923,000 |

25. OPERATING LEASE COMMITMENTS

At 31 August 2020 the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

| | 2020 £ | 2019 £ |
|--|---------------|--------------|
| Not later than 1 year | 18,816 | 4,567 |
| Later than 1 year and not later than 5 years | 22,735 | 634 |
| Later than 5 years | 110 | 114 |
| | 41,661 | 5,315 |

The Academy has a financial commitment with the Local Authority in relation to PFI commitments of £4,835,578 (2019: £5,275,176).

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26. 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.

27. RELATED PARTY TRANSACTIONS

Owing to the nature of the Academy 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 the Trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the Academy's financial regulations and normal procurement procedures relating to connected and related party transactions.

Mrs F Wrigley, wife of Dr N Wrigley, a Trustee, is employed as a higher level teaching assistant. Mrs Wrigley's appointment was made in open competition and Dr Wrigley was not involved in the decision making process. Mrs Wrigley is paid within the normal pay scales for her role and receives no special treatment as a result of her relationship with Dr Wrigley.

There have been no other related party transactions in the year.