

# Solihull College & University Centre

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## Members' Report and Consolidated Financial Statements

For year ended 31st July 2020

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# **Report of the Members of the Corporation for the Year to 31<sup>st</sup> July 2020**

## **Operating and Financial Review**

### **Nature, Objectives and Strategies**

The Members present their report and the audited financial statements for the year ended 31<sup>st</sup> July 2020.

### **Legal Status**

The Corporation was established under the Further and Higher Education Act 1992 and is an exempt charity under Part 3 of the Charities Act 2011 and from 14<sup>th</sup> July 2016 is regulated by the Secretary of State for Education as the Principal Regulator for all Further Education (FE) Corporations in England. On 1<sup>st</sup> February 2018 the College merged with Stratford upon Avon College.

### **Strategic Direction**

Following merger, the Governors reviewed the College's strategy, mission and vision and agreed these would be unchanged.

### **Mission**

"Solihull College & University Centre will make significant contributions to the local and regional economies and beyond, by providing high quality vocational education and training for individuals, employers and the wider community".

### **Vision**

Our vision is to be the organisation of choice for learning for young people, adults and employers through their recognition of our excellent and distinctive experiences in vocational education and training.

### **Impact of COVID-19**

On 23<sup>rd</sup> March 2020 in line with Government guidance the College was closed to students as the UK went into national lockdown. Student learning was delivered remotely and staff worked from home. From 1<sup>st</sup> June 2020 a limited number of activities with students were reintroduced and the College reopened fully to learners in September 2020. In the short term this did not impact negatively on the College's finances however during 2020/21 we are forecasting reduced income particularly relating to reduced numbers of apprentice and higher education learners. This reduction was anticipated and built into the budget for 2020/21. The College is also seeing higher costs due to COVID-19 such as PPE and cleaning. Savings in other headings are being identified to offset and it is forecast that the overall financial position will be maintained. The College has invested in IT equipment and training for staff, so should the College be required to move from face-to-face teaching to online learning over the coming months it is in a strong position to do this.

### **Implementation of the strategic plan**

In July 2018, Solihull College & University Centre adopted a Strategic Plan for the period 2018 to 2021 and set the annual priorities for 2019/20, in line with the strategic goals. The Corporation monitored the performance of the College against the plan, and the achievement of the key annual priorities throughout 2019/20.

The Governors met in July 2020 to consider future revisions to the plan but in light of the COVID-19 pandemic, it was agreed to review the plan in 2021.

The College's strategic goals and the key achievements against these goals are outlined below.

1. All students enjoying their learning, being ambitious and having very high standards of achievement enabling them to progress to employment and further study:
  - over 90% of students progressed to positive destinations including employment, apprenticeships and higher / further education;
  - all 16–18 full-time students had opportunities (Pre COVID-19) to develop their enterprise and employability skills;
  - the proportion of successful learners at level 3 aged 16-18 has remained high at 93%.
2. Excellent leadership and management that will ensure the highest possible standards of teaching, training, learning, assessment and support:
  - well-qualified and knowledgeable teachers who develop learners' vocational and practical skills;
  - very effective initial advice and guidance and additional learning support that assist learners to choose the most appropriate course and then continue with their studies;
  - high-quality accommodation and specialist resources that support learning well however the estate at Stratford upon Avon College is poor in many areas, so the Governors have approved a £8,250K investment of the campus which is currently in progress;
  - consistently good feedback from surveys for teaching and learning;
  - improved Governor engagement with students e.g. via learning walks and direct presentations from students;
  - successful merger and good progress made to address both the financial position and quality improvement. Stratford received a positive monitoring visit from Ofsted showing good progress in all areas.
3. Management processes that maintain financial stability and continuously improve the efficient use of resources:
  - all financial targets and financial/resource KPIs have been met. Further details are given on page 5;
  - investment in resources that directly support growth strategies and quality priorities including a Construction and Outpost Training Centres supported by Greater Birmingham & Social Local Enterprise Partnership (GBS LEP) funding;
  - students have engaged directly with the design and monitoring of services and support that impact on their learning experience.
4. Innovative and responsive programmes that meet the needs of students and employers, respond to the demands of the LEPs as well as effective strategies which respond to economic growth and social priorities:
  - good work with the GBS LEP, Coventry and Warwickshire LEP (CW LEP) the Chamber of Commerce and employers which ensures that the curriculum meets local and regional needs very closely, including through very successful employment programmes;
  - the College continues to be an essential and proactive partner with the key decision making and influencing groups including the Local Strategic Partnership, the GBS LEP Board and the Chamber of Commerce to ensure the College continues to make a significant contribution to the economic and social wellbeing of its communities;
  - the College continues to work through the Economic Development Teams of local authorities to successfully attract inward investment and target local people for local jobs;
  - actively working with the West Midlands Combined Authority to shape the future skills strategy;
  - all full-time 16–18 students had a comprehensive study programme designed to meet their needs and those of the world of work.

5. Resources and inclusive learning environments that are of a consistently high quality, support the College's evolution, promote sustainability and inspire learning:
- continue to invest in property and resources to ensure high quality learning environments for the benefit of all learners. Developments have included GBS LEP match funded projects and investments in the IT infrastructure particularly at Stratford Campus, to continue to roll out the virtual desktop strategy to support the future needs of the College and its students;
  - a 'best in the sector' external digital communication platform which has won awards;
  - further development of the dashboard to give Governors and managers access to information that will continuously improve and monitor individual and organisational performance at all levels;
  - significant progress has been made to improve Information and Learning Technology (ILT) content and on-line learning materials including the redevelopment of the Moodle site and student hub;
  - £8,250K investment on the Stratford Campus agreed by Governors.

## Financial Objectives and Review of Outturn for the year

The College's overall financial objective is to have 'Outstanding' financial management and control and at least 'Good' financial health as determined by the Education and Skills Funding Agency (ESFA) definitions; maintain financial stability and continuously improve the efficient use of resources.

This is to enable the College to:

- provide education in accordance with the College's Strategic Plan;
- to invest in the College's infrastructure (learning environment for students);
- protect itself from unforeseen adverse changes in enrolments and income; and
- maintain / attain the confidence of funders, suppliers, bankers and auditors.

The following detailed financial performance indicators were set by the Corporation for the College and were monitored each month as part of the performance monitoring report. These are based on the ESFA definitions for financial health. These have been reviewed following merger and remain unchanged.

Target	Actual
An adjusted current ratio of at least 1.2, (net working capital positive).	Actual adjusted current ratio at 31 <sup>st</sup> July 2020 was 2.6 which is an improvement against the target.
Cash balances above £6m (over 50 days cash in hand).	Actual cash balances at 31 <sup>st</sup> July 2020 were significantly above target at £14,032K (125 days cash in hand).
EBITDA as a percentage of income (education specific) between 3% and 6%.	EBITDA as a percentage of income (education specific) was 12% due to an improved operating position. Again, this is higher than target.
Borrowing as a percentage of income to be no more than 30%.	Borrowing as a percentage of income at 31 <sup>st</sup> July 2020 was 20%.
Meeting the banking covenants agreed as part of loan negotiations for the Blossomfield redevelopment and novation of loans from Stratford upon Avon College.	The banking covenant with NatWest was met. The Stratford loan was repaid on 31 <sup>st</sup> July 2019 so this target is no longer applicable.
Aiming to ensure that staffing costs are no more than 67% of total income excluding capital grants.	Staffing costs (excluding restructuring) at 31 <sup>st</sup> July 2020 was 63% of total income excluding capital grants which is better than target due to effective management of costs.
Contribution from faculties of 37%.	Actual contribution was 40%, this is higher than target due to the positive impact of COVID-19 on expenditure in the latter half of the financial year.

The College is committed to observing the importance of sector measures and indicators and makes comparisons to sector benchmarks. The College is required to complete the annual Finance Record for the ESFA. The Finance Record produces a financial health grading. The current rating of Outstanding is considered an excellent outcome.

During Inspection of the College in November 2016, Ofsted said that careful financial management had ensured that managers had been able to invest in high-quality resources to support the development of all programmes, especially those in STEM subjects and that the College was well placed financially to sustain the quality of its provision.

Tangible fixed asset additions during the year amounted to £4,225K. This was split between assets under construction of £3,077K, land and buildings of £287 and equipment purchased of £861K.

The College had one dormant subsidiary company during the year, South Warwickshire Educational Partnership (SWEP) Limited which has transferred from Stratford upon Avon College on merger. This company has now been dissolved.

### **Treasury Policies and Objectives**

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

The College has a separate Treasury Management Policy in place.

Short term borrowing for temporary revenue purposes is authorised by the Accounting Officer. All other borrowing requires the authorisation of the Corporation and shall comply with the requirements of the Financial Regulations and the Financial Memorandum with the ESFA.

### **Cash flows**

The operating cash inflow of £4,079K (2018/19 £3,968K inflow), was in line with expectations. The overall increase in cash of £1,434K resulted from operating cash inflow less capital expenditure.

### **Liquidity**

At 31<sup>st</sup> July 2020 the College had cash balances including short term investments of £14,032K (125 cash days in hand).

During 2008/09, the College entered into a long-term bank loan of £11,666K to support the re-development of the Blossomfield Campus. This was fully drawn down in the financial year ending 31<sup>st</sup> July 2012 and the balance at 31<sup>st</sup> July 2020 was £8,268K.

### **Reserves**

The College recognises the importance of reserves in the financial stability of any organisation, and ensures that there are adequate reserves to support the College's core activities. As at the balance sheet date the Income and Expenditure reserve stands at £5,784K (2019: £26,783K). It is the Corporation's intention to retain reserves excluding the pension deficit over the life of the strategic plan through the generation of annual operating surpluses to offset investments made.

### **Payment Performance**

The Late Payments of Commercial Debts (Interest) Act 1998 requires colleges, in the absence of agreement to the contrary, to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received. The College has maintained its commitment to compliance with this Act.

### **Post Balance Sheet Events**

There were no post balance sheet events

### **Current and Future Development and Performance**

#### **Student Numbers**

In 2019/20 there was an increase in 16-18-year-old students. Adult numbers were lower than predicted due to the lockdown preventing much in year recruitment. Higher Education numbers have declined and were below target. Apprenticeship numbers show a small increase with some movement from Higher Education to apprenticeships.

#### **Student Achievements**

Overall, the College's achievement rate was 91% for 16-18-year olds and 90% for adults. Apprenticeship achievement rates were 68%.

## **Curriculum Development**

The College has clear progression routes, with provision delivered flexibly to meet the needs of learners and employers. Wider aspects of the curriculum, including tutorial and enrichment programmes are considered to be very effective. The College has revised its curriculum offer appropriately to reflect both national and local priorities and uses information to inform further development.

The curriculum offer for the merged College reflects the characteristics of each of its three campuses, but improved progression routes in some provision areas have been identified and the curriculum teams across the three sites are working together to share best practise and resources.

Curriculum delivery in partnership with employers and in work-based and community settings is extensive and a key strength of the College. The College continues to deliver a wide range of employer focussed programmes. Higher Education provision has been judged to be particularly strong in its vocational relevance and employer involvement. The College works in partnership with four key university partners consolidating strong and effective curriculum partnerships.

Employer engagement is a key priority for the College. It works with a wide range of local employers including large companies and small and medium sized enterprises (SMEs); it has a strong and growing track record with bespoke provision and specialisms in areas of particular regional need for up-skilling such as Professional and Management Studies, Aerospace, Engineering, Construction, Health and Social Care, Retail and Finance.

The College's continued investment across all three Campuses provides outstanding vocational specialist facilities and resources; which supports both growth in learner numbers and innovation in the delivery and structure of the curriculum. The College has made a significant investment into a phased refurbishment of Stratford campus, which commenced in 2020.

## **Future Developments**

During a time of significant changes and challenges across the FE sector, the Annual Priorities provide a robust framework which allows the College to monitor and evaluate its pace and direction to ensure its ambitions are achieved. The College is forecasting some modest increases in student numbers over the next few years in the priority areas of apprenticeships, higher education and full cost provision.

These areas continue to be reviewed to ensure they are still relevant and are in line with local and government priorities.

## **Resources**

The College has various resources that it can deploy in pursuit of its ambitions. Tangible resources include the main Blossomfield Campus, the Woodlands Campus in North Solihull and the Stratford upon Avon Campus.

## **Financial**

The College has £5,784K of net assets (including £45,078K net pension liability) and at 31<sup>st</sup> July 2020 £7,794K of long-term debt. Following the merger with Stratford upon Avon College on 1<sup>st</sup> February 2018 land and buildings transferred on merger were revalued from £12,571K to £20,576K by Bilfinger GVA, an independent Chartered Surveyor.

## **People**

Throughout the year the College employed an average of 457 salaried teaching staff, 406 PT hourly paid teaching staff and 296 non-teaching staff. The College's overall average is 1,159.

## **Reputation**

The College has a very good reputation locally and nationally. Maintaining a quality brand is essential for the College's success at attracting students and external relationships. The College holds Matrix Accreditation, a quality kite mark, in relation to its advice and guidance to students.



## Principal Risks and Uncertainties

The College has continued to develop and embed the system of internal control, including financial, operational, risk management and Board Assurance which is designed to protect the College's assets and reputation. The Strategic Risk Register and Board Assurance Plan ensures that there are adequate internal and external sources of assurance and controls in place and an assessment of any risks and assurance gaps and how this is being addressed.

Based on the strategic plan, the Risk Management Group undertakes a comprehensive review of the risks to which the College is exposed. It identifies systems and procedures, including specific preventable actions which should mitigate any potential impact on the College. The internal controls are then implemented, and the subsequent year's appraisal will review their effectiveness and progress against risk mitigation actions. In addition to the annual review, the Risk Management Group will also consider any risks which may arise as a result of a new area of work being undertaken by the College.

During 2019/2020 the College's Internal Auditor assessed the College in a range of strategic areas which included Risk and Board Assurance and confirmed that the organisation had an adequate and effective framework for risk management, governance and internal controls. The Corporation can therefore take substantial assurance that the controls upon which the organisation relies to manage this risk are suitably designed, consistently applied and effective.

The Strategic Risk Register and Board Assurance Plan is maintained at the College level which is reviewed at least termly by the Audit Committee and reported to Corporation. The Strategic Risk Register and Board Assurance Plan identifies the strategic risks for the College, the cause and effect of each risk, the inherent score for impact and likelihood, the residual score with the controls in place and the actions being taken to reduce and mitigate the risks. Risks are prioritised using a consistent and detailed scoring methodology. Separate risk registers are written for specific projects or risks which are likely to have an impact on the strategic risks. These can be temporary and removed at the end of the project. Each area of the College also has a risk register which links into the Strategic Risk Register. These are reviewed annually.

Risk management training and briefings take place to raise awareness of the risk approach throughout the College.

Outlined below is a description of the principal risk factors that may affect the College. Not all the factors are within the College's control. Other factors besides those listed below may also adversely affect the College. The College has also identified the themes of COVID-19, Apprenticeships and Higher Education which are considered where relevant in each of the strategic risk areas.

The Risk Management group have also identified the top key risks. These will be reviewed termly and form part of each Corporation agenda, informing business for the meeting. The top key risks are identified as follows:

- The College is unable to maintain 'Good' Financial Health as a result of the impact of COVID-19.
- The College suffers disruption to the delivery and quality of Teaching and Learning as a result of the impact of COVID-19.
- The College's IT systems are compromised due to a Cyber-attack.

## Strategic Risks

### ***Quality teaching, learning and assessment:***

The quality of teaching and learning is a key strategic priority for the College. It is essential that learners make good progress and reach their full potential and the quality of provision meets all required standards.

### ***Responsive curriculum:***

The curriculum must be responsive in order to ensure efficient programme delivery and future potential to invest in programme areas.

**Effective safeguarding:**

Effective safeguarding processes must be applied to ensure the College is a safe environment for staff and students. Specific areas include preventing radicalisation of both students and staff.

**Suitable accommodation:**

The accommodation strategy ensures that there is a plan for future growth and for maintaining the current infrastructure ensuring accommodation is flexible, safe and fit for purpose. There is always a risk that government funding does not address the College's current requirements.

**Effective IT:**

The IT infrastructure must meet College needs and be responsive to meet change. There is a key risk of data security and disaster recovery. College data is kept secure and there is compliance with statutory and regulatory legislation around security and recovery.

**Incident management:**

The College is increasingly aware that there is a risk of a serious incident which causes disruption to College activity. There are effective incident management and business continuity controls in place which are regularly monitored internally and externally.

**Governance:**

It is essential that the College has effective governance arrangements to ensure scrutiny, challenge and control.

**Good financial health:**

The College needs to be able to respond to risks such as changes in Government funding and not meeting recruitment targets which could have major consequences for financial health. The College has robust systems of financial planning and budgetary control in order to mitigate this risk.

Controls are in place to mitigate all of these risks and the Risk Management Group agrees any further actions required reporting these to Audit Committee.

**COVID-19:**

The College has considered the risks of COVID-19 and had a separate COVID-19 risk register for college re-opening monitored by the Audit Committee and Corporation. There is also a live COVID-19 Reset and Recovery Risk Assessment which assesses all of the detailed risks of Hygiene and Health & Safety, Social Distancing Practicalities, SEND and Medical Needs, Emotional Behaviour, Safeguarding and Quality of Education. This is updated regularly as Government guidance changes. All areas of the College also have an up-to-date Risk Assessment which includes COVID-19 risks and is updated regularly and available for staff.

## Public Benefit Statement

In setting and reviewing the College's strategic objectives, the Corporation has had due regard to the Charity Commission's guidance on public benefit and particularly upon its supplementary guidance on the advancement of education. The guidance sets out the requirement that all organisations wishing to be recognised as charities must demonstrate, explicitly, that their aims are for the public benefit. The College's approach to providing value and benefits to the wider community it serves is to:

- deliver high-quality teaching and service for students, employers and the wider community;
- enable skills acquisition at a range of levels to underpin training for the workers of the future;
- listen to learners, staff, employers, partners and the wider community to continuously improve our service;
- respond to local, regional and national priorities to provide appropriate vocational training for continued economic development;
- strive for value for money in all aspects of provision and procurement;
- embrace diversity and promote inclusivity;
- create a safe environment for students, staff and all visitors to the College; and
- embrace change and opportunities in the best interests of the College and the communities it serves.

To achieve this, the College aims to forge effective dialogue and relationships with all stakeholders to plan delivery to meet the needs of the communities it serves.

## Stakeholder Relationships

In line with other colleges and with universities, the College has many stakeholders. These include:

- students;
- parents and carers;
- staff;
- Education and Skills Funding Agency (ESFA);
- Department for Education (DFE);
- FE Commissioner;
- Ofsted;
- local employers (with specific links to the GBSLEP and Chamber of Commerce);
- local authorities;
- Government offices / Local Enterprise Partnerships;
- the wider community;
- Office for Students (OfS);
- other FE institutions;
- Greater Birmingham and Solihull Institute of Technology;
- trade unions; and
- professional bodies.

The College recognises the importance of these relationships and engages in regular communication with stakeholders through the College Internet site, regular written briefings, attendance at strategic and collaborative meetings, conferences and specific projects and initiatives.

## Equal Opportunities and Employment of Disabled People

The College is committed to ensuring equality of opportunity for all who learn and work here. We respect and value positively differences in race, gender, sexual orientation, religious belief, ability and age. We strive vigorously to remove conditions which place people at a disadvantage and we actively combat bigotry. The College has an Equality Policy and Equality Objectives. This policy is resourced, implemented and monitored on a planned basis. Data is published annually in the Equality and Diversity Annual Report and Equality Objectives are reviewed in line with the requirements of the Equality Act 2010.

The College welcomes applications from disabled people and guarantees an interview to disabled applicants who meet the essential criteria for the post. Where an existing employee becomes disabled, every effort is made to ensure that employment with the College continues. The College's policy is to provide training, career development and opportunities for promotion which are, as far as possible, identical to those for other employees. The College will implement any reasonable adjustments that could be made for staff or applicants with disabilities.

## Disability Statement

The College seeks to achieve the objectives set down in the Equality Act 2010. The College has issued a Statement of our commitment to students with learning difficulties and disabilities which is published on the College's intranet and on the College's website. In particular the College aims:

- a) in any re-development of its buildings, to ensure facilities allow access by people with a disability;
- b) to comply with its policy for all students as described in the College's Statement. Appeals against a decision not to offer a place are dealt with under the Complaints Policy;
- c) to invest appropriately in additional needs support for students with learning difficulties and disabilities; and
- d) to offer counselling and welfare services as appropriate.

Specialist courses are described in programme information guides, and achievements and destinations are recorded and published in the standard College format. There is a list of specialist equipment which the College can make available for use by students who have learning difficulties and/or disabilities.

## Trade Union Facility Time 2019/20

Trade Unions play an important role in the College and there are considerable benefits to both employers and employees when organisations and unions work well together.

In accordance with the Trade Union (Facility Time Publication Requirements) Regulations 2017, the College is required to publish certain information on trade union officials and facility time.

Facility time covers duties carried out for the trade union or as a union learning representative, for example, accompanying an employee to disciplinary or grievance hearing. It also covers training received and duties carried out under the Health and Safety at Work Act 1974.

This report covers the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

The number of employees who were relevant union officials during the relevant period was 22 FTE's (17.17 FTEs).

The percentage of time spent on facility time (Trade Union duties) for each relevant union official:

Percentage of Time	Number of employees
0%	0
1-50%	22
51%-99%	0
100%	0

The percentage of pay bill spent on facility time:

Total cost of facility time	£30,065
Total pay bill	£25,935K
Percentage of the total pay bill spent on facility time, calculated as: (total cost of facility time ÷ total pay bill) x 100	0.116%

Trade Union Activities include meeting with full time officials, voting on negotiations and attending regional or national meetings. 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 was 0%.

## Going Concern

The activities of the College together with the factors likely to affect its future development and performance are set out in this Operating and Financial Review. The financial position of the College, its cashflow, liquidity and borrowing are described in the Financial Statements and accompanying notes. The financial statements have been prepared on a going concern basis which the Corporation considers to be appropriate for the following reasons. Corporation has prepared cashflow forecasts for a period of twelve months from the date of approval of these Financial Statements. In preparing these forecasts, the College has considered a decline in the recruitment particularly for apprenticeships, adults and Higher Education learners, as well as additional costs due to COVID-19 such as cleaning, hygiene supplies and PPE. After reviewing these forecasts, the Corporation is of the opinion that, taking account of severe but plausible downsides, including the anticipated impact of COVID-19, the College will have sufficient funds to meet all its liabilities as they fall due over the period of twelve months from the date of approval of the Financial Statements (the going concern assessment period). Furthermore, the College has strong cash balances and has comfortably met its banking covenant in 2019/20.

The College currently has £8,268K of loans outstanding with NatWest on terms negotiated in 2008/09 secured by a fixed and floating charge on the Blossomfield Campus. The terms of the existing agreement are for a further 14 years. The College's forecasts and financial projections indicate that it will be able to operate within this facility and it has sufficient funds to repay these loans in full if necessary.

Consequently, the Corporation is confident that the College will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the Financial Statements and therefore have prepared the Financial Statements on a going concern basis.

## Disclosure of information to auditor

The members who held office at the date of approval of this report confirm that, so far as they are each aware, there is no relevant audit information of which the College's auditor is unaware; and each member has taken all the steps that he or she ought to have taken to be aware of any relevant audit information and to establish that the College's auditor is aware of that information.

**Approved by order of the members of the Corporation on 30<sup>th</sup> November 2020 and signed on its behalf by;**



**Barbara Hughes**  
**Chair of the Corporation**

## Professional Advisors

### Financial statement and regularity auditors:

KPMG LLP  
One Snowhill  
Snowhill Queensway  
Birmingham  
B4 6GH

#### **Bankers:**

Barclays Bank  
PO Box 3333  
Snowhill Queensway  
Birmingham  
B3 2WN

National Westminster Bank PLC  
103 Colmore Row  
Birmingham  
B3 3NR

Lloyds Banking Group  
125 Colmore Row  
Birmingham  
B3 3SF

Santander UK PLC  
Birmingham Corporate Centre  
1 Cornwall Street  
Birmingham  
B3 2DX

### Internal Auditors:

RSM  
Cedar House  
Breckland  
Linford Wood  
Milton Keynes  
MK14 6EX

#### **Solicitors:**

Shakespeare Martineau  
No1  
Colmore Square  
Birmingham  
B4 6AA

Eversheds Sutherland LLP  
115 Colmore Row  
Birmingham  
B3 3AL

Gateley PLC  
One Eleven  
Edmund Street  
Birmingham  
B3 2HJ

Squire Patton Boggs (UK) LLP  
Rutland House  
148 Edmund Street  
Birmingham  
B3 2JR

Tyndallwoods Solicitors  
29 Woodbourne Road  
Harborne  
Birmingham  
B17 8BY

## Statement of Corporate Governance and Internal Control

The following statement is provided to enable readers of the annual report and accounts of the College to obtain a better understanding of its Governance and legal structure. The College endeavours to conduct its business:

- i. in accordance with the seven principles identified by the Committee on Standards in Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership);
- ii. in full accordance with the guidance to colleges from the Association of Colleges in The Code of Good Governance for English Colleges ("the Code of Good Governance"); and
- iii. having due regard to the 2018 Edition of UK Corporate Governance Code ("the Code") insofar as it is applicable to the further education sector.

The College is committed to exhibiting best practice in all aspects of Corporate Governance and in particular the Corporation has adopted and complied with the Code of Good Governance. In February 2019 the Corporation also adopted the AOC's Code of Remuneration for Senior Postholders and has implemented the recommendations therein. We have not adopted and therefore do not apply the UK Corporate Governance Code. However, we have reported on our Corporate Governance arrangements by drawing upon best practice available, including those aspects of the 2018 Edition of the UK Corporate Governance Code we consider to be relevant to the further education sector.

In the opinion of the Governors, the College complies with the provisions of the Code of Good Governance and it has done so throughout the year ended 31<sup>st</sup> July 2020 and up to the date these accounts are approved and this was confirmed through an audit of the Code against Governance practices during 2019/20. The Corporation recognises that, as a body entrusted with both public and private funds, it has a particular duty to observe the highest standards of corporate governance at all times. In carrying out its responsibilities, it takes full account of The Code of Good Governance for English Colleges initially issued by the Association of Colleges in March 2015 and formally adopted by the Corporation in April 2015 [revised by the AOC in February 2019].

The College is an exempt charity within the meaning of Part 3 of the Charities Act 2011. The Governors, who are also the trustees for the purposes of the Charities Act 2011, confirm that they have had due regard for the Charity Commission's guidance on public benefit and that the required statements appear elsewhere in these financial statements.

## The Corporation

The members who served on the Corporation during the year and up to the date of signature of this report are listed.

Name	Date of First Appointment	Term of Office Ends	Date of Resignation/ Term Ends	Status of Appointment	Committees Served During the Year	Attendance 2019/20
Paul Assinder	January 2019	December 2023		Public	Appointed in Jan 2019 as an external member of the Corporation, moved to be a full member of the Corporation on 8th April 2019.	73%
Stan Baldwin	May 2013	July 2021		Public	Vice Chair of the Corporation and Chair of Remuneration Committee	100%
Scott Beasley	Sept 2020	Aug 2024		Business		N/A
Dr Peter Bebbington	May 2019	April 2020	Term of office ended April 2020	Public	Appointed as an external member of the Corporation, moved to become a full member of the Corporation October 2019	100%
John Bolt	April 2014	April 2022	Resigned Dec 2019	Business	Remuneration Committee	100%
John Callaghan	June 2014	Ex officio		Principal	Search and Governance Committee	100%
Stevie Gray	February 2018	December 2021	Resigned October 2019	Business		100%
Badri Gargeshnari	March 2018	December 2022		Business	Audit Committee.	73%
Carol Harvey-Barnes	September 2020	August 2024		Staff	Elected June 2020 to take up the role from 1 <sup>st</sup> September 2020.	N/A
Mark Hayes	June 2016	June 2020	End of Term of Office August 2020	Staff		100%
Katie Higgins	June 2019	June 2022	Resigned December 2019	Student (HE)		50%
Sarah Horton-Walsh	Sept 2020	Aug 2024		Public		N/A
Barbara Hughes	January 2017	December 2024		Public	Chair Chair of Search and Governance Committee and member of Remuneration Committee	100%
Raees Iqbal	February 2020	February 2024		Student	Appointed Feb 2020	67%



<b>Name</b>	<b>Date of First Appointment</b>	<b>Term of Office Ends</b>	<b>Date of Resignation/ Term Ends</b>	<b>Status of Appointment</b>	<b>Committees Served During the Year</b>	<b>Attendance 2019/20</b>
Pat Knauff	February 2018	December 2021	Resigned November 2019	Business		100%
Paul Large	October 2016	October 2024		Public	Member and Vice Chair (appointed 3rd March 2020) of Audit Committee	82%
Lucy Lee	October 2016	October 2024		Public	Audit Committee (Chair) and Member of Remuneration Committee.	82%
Tony Lucas	May 2019	April 2023		Business	External member of the Audit Committee to September 2019. Became a full member of the Corporation in October 2019.	82%
Stuart Lyons	March 2020	March 2024		Student (HE)	Appointed March 2020	50%
Sukhdeep Nijjar	January 2017	December 2024		Business		73%
Joan Smith	May 2017	May 2025		Public	External member of the Search and Governance Committee.	100%
Geraldine Swanton	July 2015	December 2022		Business	Search and Governance Committee. Audit Committee.	73%
Sally Tomlinson	March 2017	March 2025		Business		91%
Matthew Warburton	February 2018	June 2020	End of term of office June 2020	Staff		LOA
Kate Whiting	October 2018	October 2019	End of term of office Oct 2019	Public	External member of the Remuneration Committee	N/A
Tony Worth	July 2015	July 2022		Business	External member of Audit Committee.	100%

Overall attendance at Corporation meetings during 2019/20 was 89%.

## **Statement of Corporate Governance and Internal Control (*continued*)**

The Corporation agreed to adopt a new model of governance in 2014/15, based on the Carver Model of Governance, but continued to operate with the Audit Committee and continued to maintain both the Remuneration and the Search and Governance Committees. The new structure began in September 2014.

Each committee has terms of reference, which have been approved by the Corporation and which are reviewed annually.

The College has produced a publication scheme in accordance with the requirements of the Freedom of Information Act 2000, which is available on the College's website [www.solihull.ac.uk](http://www.solihull.ac.uk) or from the Clerk to the Corporation at Solihull College & University Centre, Blossomfield Road, Solihull, B91 1SB. The scheme was reviewed and re-issued in February 2020.

Full minutes of all meetings, except those deemed to be confidential, can be obtained from the College website or from the Clerk to the Corporation at:

Solihull College & University Centre  
Blossomfield Road  
Solihull  
West Midlands  
B91 1SB

All Governors are able to take independent professional advice in furtherance of their duties at the College's expense and have access to the Clerk to the Corporation, who is responsible to the Board for ensuring compliance with all applicable procedures and regulations. The appointment, evaluation and removal of the Clerk are matters for the Corporation.

Formal agendas, papers and reports are supplied to Governors in a timely manner, prior to Corporation and Committee meetings. Briefings are also provided on an ad-hoc basis.

The Corporation has a strong and independent non-executive element and no individual or group dominates its decision-making process. The Corporation considers that each of its non-executive members is independent of management and free from any business or other relationship, which could materially interfere with the exercise of their independent judgement.

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

### **Appointments to the Corporation**

Any new appointments to the Corporation are a matter for the consideration of the Corporation as a whole. The Corporation has a Search & Governance Committee comprising of three members and one external non-member. It is responsible for the search and nomination of any prospective member for the Corporation's consideration. The Corporation is responsible for ensuring that appropriate induction and training is provided as required.

Members of the Corporation are normally appointed for a 4-year term of office and will generally be re-appointed for two terms of office based on appropriate attendance and contribution.

## **Statement of Corporate Governance and Internal Control (continued)**

### **Remuneration Committee**

Throughout the year ending 31<sup>st</sup> July 2020, the College's Remuneration Committee comprised the Chair and Vice Chair of the Corporation (or their nominees). The Committee's responsibilities are to consider, review and determine remuneration and benefits of the Principal/Accounting Officer and other senior post holders and the Clerk and their conditions of service. In accordance with the AOC Code on the Remuneration of Senior Postholders the Remuneration Committee has produced an annual report to provide assurance to the Corporation in relation to the arrangements for reviewing the remuneration of the College's senior postholders.

Details of remuneration for the year ended 31<sup>st</sup> July 2020 are set out in note 6 to the financial statements.

### **Audit Committee**

The Audit Committee comprises three members of the Corporation (excluding the Principal/Accounting Officer, and Chair of the Corporation). The Committee operates in accordance with written terms of reference approved by the Corporation, which are consistent with the Post-16 Audit Code of Practice issued by the ESFA.

The Audit Committee meets on a termly basis and provides a forum for reporting by the College's internal and financial statements auditors, who have access to the Committee for independent discussion without the presence of College management. The Committee also receives and considers reports from funding bodies such as the ESFA and their appointed auditors as they affect the College's business.

The College's Internal Auditors review the systems of internal control, risk management controls and Governance processes in accordance with an agreed plan and report their findings to management and the Audit Committee. Management is responsible for the implementation of agreed recommendations and the Internal Auditors undertake periodic follow up reviews to ensure that such recommendations have been implemented.

The Audit Committee also advises the Corporation on the appointment of internal and financial statements auditors and their remuneration for both audit and non-audit work as well as reporting annually to the Corporation. Contracts for both internal and financial statements auditors were extended for 3 years and 2 years, respectively, during 2017/18 to July 2020. In November 2019 it was agreed to extend the internal audit contract to July 2021, with the appointment process being undertaken early in 2020/21.

Following a review in 2017/18 which combined the Strategic Risk Register and the Board Assurance Plan, the Board Assurance Framework was further embedded during 2018/19. The Board Assurance Plan was used to inform the Internal Audit Plan for both 2019/20 and 2020/21.

### **Internal Control**

#### **Scope of Responsibility**

The Corporation is ultimately responsible for the College's system of internal control and for reviewing its effectiveness. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Corporation has delegated the day-to-day responsibility to the Principal/Accounting Officer for maintaining a sound system of internal control that supports the achievement of the College's policies, aims and objectives. The Principal/Accounting Officer is charged with safeguarding the public funds and assets for which he is personally responsible, in accordance with the responsibilities assigned to him in the Financial Memorandum / Funding Agreement between the College and the ESFA.

## **Statement of Corporate Governance and Internal Control (continued)**

He is also responsible for reporting to the Corporation any material weaknesses or break-downs in internal control.

### **The Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control, is based on an on-going process designed to identify and prioritise the risks to the achievement of College policies, aims and objectives, to evaluate the likelihood of those risks being realised, and to manage them efficiently, effectively and economically. The system of internal control was in place in the College for the year ending 31<sup>st</sup> July 2020 and up to the date of approval of the annual report and accounts.

### **Capacity to Handle Risk**

The Corporation has reviewed the key risks to which the College is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Corporation is of the view that there is a formal on-going process for identifying, evaluating and managing the College's significant risks that has been in place for the period ending 31<sup>st</sup> July 2020 and up to the date of approval of the annual report and accounts. The Corporation, advised by the Audit Committee, regularly reviews this process. The College's Internal Auditors have confirmed that the College has an adequate and effective framework for risk management.

### **The Risk and Control Framework**

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

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

The College has an internal audit service, which operates in accordance with the requirements of the ESFA Post-16 Audit Code of Practice. The work of the Internal Audit Service is informed by an analysis of the risks to which the College is exposed, and the Annual Internal Audit Plan is based on this analysis. The analysis of risks and the Internal Audit Plans are endorsed by the Corporation on the recommendation of the Audit Committee. At least annually, the Head of Internal Audit (HIA) provides the governing body with a report on Internal Audit activity in the College. The report includes the HIA's independent opinion on the adequacy and effectiveness of the College's system of risk management, controls and governance processes.

The College's External Audit and Internal Audit providers both make recommendations for improvement in key management and control processes. The College regularly monitored value for money, through regular reports to Corporation and the Audit Committee and has a Value for Money Policy Statement. Further, the Internal Auditors include a section in all audit reports relating to suggestions regarding economy, efficiency and effectiveness measures for consideration by the College.

## Statement of Corporate Governance and Internal Control (continued)

### Review of Effectiveness

The Principal/Accounting Officer has responsibility for reviewing the effectiveness of the system of internal control. The Principal/Accounting Officer's review of that effectiveness is informed by:

- the work of the Internal Auditors and other sources of assurance;
- the work of the managers of the College who have responsibility for the development and maintenance of the internal control framework;
- comments made by the College's financial statements and regulatory auditor in their management letters and other reports; and
- the review of the effectiveness of the system of internal control by the Audit Committee (which oversees the work of the Internal Auditor).

Any actions necessary to address weaknesses and ensure continuous improvement of the system are in place.

The Executive Management Team receives reports setting out the key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The Executive Management Team and the Audit Committee also receive regular reports from Internal Audit and other sources of assurance, which include recommendations for improvement. The Audit Committee's role in this area is confined to a high-level review of the arrangements for internal control.

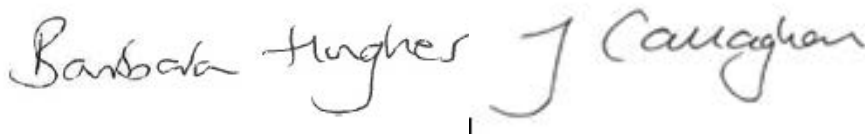
The Corporation's agenda includes a regular item for consideration of risk and control and receives reports therein from the Executive Management Team and Audit Committee. The emphasis is on obtaining the relevant degree of assurance, not merely reporting by exception. At its 30<sup>th</sup> November 2020 meeting, the Corporation carried out the annual assessment for the year ended 31<sup>st</sup> July 2020 by considering the annual Risk Management Report; (incorporating the Accounting Officer statement of internal controls) Internal Auditor's Annual Report and the Annual Report of the Audit Committee and taking account of events since 31<sup>st</sup> July 2020.

The College has processes to ensure regularity and propriety, review compliance with funding terms and conditions and guard against fraud and bribery.

Based on the advice of the Audit Committee and the Accounting Officer, the Corporation is of the opinion that the College has an adequate and effective framework for governance, risk management and control, and has fulfilled its statutory responsibility for "*the effective and efficient use of resources, the solvency of the institution and the body and the safeguarding of their assets*".

**Signed**

**Signed**

The image shows two handwritten signatures in black ink. The signature on the left is 'Barbara Hughes' and the signature on the right is 'John Callaghan'. There is a small vertical line between the two signatures.

**Barbara Hughes**  
Chair of the Corporation  
30<sup>th</sup> November 2020

**John Callaghan**  
Principal/Accounting Officer  
30<sup>th</sup> November 2020

**Governing Body's statement on the College's regularity, propriety and compliance with Funding body terms and conditions of funding**

The Corporation has considered its responsibility to notify the ESFA of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the financial memorandum in place between the College and the ESFA. As part of our consideration we have had due regard to the requirements of the financial memorandum.

We confirm, on behalf of the Corporation, that after due enquiry, and to the best of our knowledge, we are able to identify any material irregular or improper use of funds by the College, or material non-compliance with the terms and conditions of funding under the College's financial memorandum.

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

Approved by order of the members of the Corporation on 30<sup>th</sup> November 2020 and signed on its behalf by:

**Signed**

**Signed**



**Barbara Hughes**  
Chair of the Corporation

**John Callaghan**  
Principal/Accounting Officer

## Statement of Responsibilities of the Members of the Corporation

The members of the Corporation are required to present audited financial statements for each financial year.

Within the terms and conditions of the College's Grant Funding Agreements and contracts with the ESFA, the Corporation, through its Accounting Officer, is required to prepare financial statements for each financial year in accordance with the *2019 Statement of Recommended Practice – Accounting for Further and Higher Education* and with the College Accounts Direction 2019 to 2020 issued by the ESFA, and which give a true and fair view of the state of affairs of the College and the result for that year.

In preparing the financial statements, the Corporation is required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- assess the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

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

The Corporation is responsible for keeping adequate accounting records which disclose with reasonable accuracy, at any time, the financial position of the College, and which enable it to ensure that the financial statements are prepared in accordance with the relevant legislation of incorporation and other relevant accounting standards. It is responsible for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and for taking steps that are reasonably open to it in order to safeguard the assets of the College and to prevent and detect fraud and other irregularities.

The maintenance and integrity of the College website is the responsibility of the Corporation of the College; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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

Approved by order of the members of the Corporation on 30<sup>th</sup> November 2020 and signed on its behalf by:



**Barbara Hughes**  
**Chair of the Corporation**

## **INDEPENDENT AUDITOR'S REPORT TO THE CORPORATION OF SOLIHULL COLLEGE & UNIVERSITY CENTRE**

### **REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS**

#### **Opinion**

We have audited the financial statements of Solihull College & University Centre ("the College") for the year ended 31<sup>st</sup> July 2020 which comprise the Statement of Comprehensive Income and Expenditure, the Statement of Changes in Reserves, the Balance Sheet, the Statement of Cash Flows and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the College's affairs as at 31<sup>st</sup> July 2020, and of the College's income and expenditure, gains and losses, changes in reserves and cash flows, for the year then ended; and
- have been properly prepared in accordance with UK accounting standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*, and with the 2019 *Statement of Recommended Practice – Accounting for Further and Higher Education*.
- meet the requirements of the Accounts Direction dated 25 October 2019 issued by the Office for Students ('the OfS Accounts Direction').

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities are described below. We have fulfilled our ethical responsibilities under, and are independent of the College in accordance with, UK ethical requirements including the FRC Ethical Standard. We believe that the audit evidence we have obtained is a sufficient and appropriate basis for our opinion.

#### **Going concern**

The Corporation has prepared the financial statements on the going concern basis as it does not intend to liquidate the College or to cease their operations, and as it has concluded that the College's financial position means that this is realistic. It has also concluded that there are no material uncertainties that could have cast significant doubt over their ability to continue as a going concern for at least a year from the date of approval of the financial statements ("the going concern period"). We are required to report to you if we have concluded that the use of the going concern basis of accounting is inappropriate or there is an undisclosed material uncertainty that may cast significant doubt over the use of that basis for a period of at least a year from the date of approval of the financial statements. In our evaluation of the Corporation's conclusions, we considered the inherent risks to the College's business model, and analysed how those risks might affect the College's financial resources or ability to continue operations over the going concern period. We have nothing to report in these respects.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the absence of reference to a material uncertainty in this auditor's report is not a guarantee that the College will continue in operation.



## **Other information**

The Corporation is responsible for the other information, which comprises the Members' Report and the Corporation's statement of Corporate Governance and internal control.

Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. Based solely on that work, we have not identified material misstatements in the other information.

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

Under the Post-16 Audit Code of Practice 2019 to 2020 (July 2020) issued by the Education and Skills Funding Agency we are required to report to you if, in our opinion:

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

We have nothing to report in these respects.

## **Corporation's responsibilities**

As explained more fully in their statement set out on page 15, the Corporation is responsible for: the preparation of the financial statements and for being satisfied that they give a true and fair view; such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless it either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

## **Auditor's responsibilities**

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 our opinion in an auditor's report. Reasonable assurance is a high level of assurance, but does not 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

A fuller description of our responsibilities is provided on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).<sup>i</sup>

## REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

We are required to report on the following matters by the OfS Accounts Direction.

In our opinion, in all material respects:

- funds from whatever source administered by the College for specific purposes have been properly applied to those purposes and managed in accordance with relevant legislation;
- funds provided by the Office for Students, UK Research and Innovation (including Research England), the Education and Skills Funding Agency and the Department for Education have been applied in accordance with the relevant terms and conditions.

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

We are required by the OfS Accounts Direction to report to you where the College has an access and participation plan that has been approved by the Office for Students' director of fair access and participation and the results of our audit work indicate that the College's expenditure on access and participation activities for the financial year disclosed in Note 12 has been materially misstated.

We are also required by the OfS Accounts Direction to report to you where the results of our audit work indicate that the College's grant and fee income, as disclosed in note 7 to the financial statements has been materially misstated.

We have nothing to report in these respects.

## THE PURPOSE OF OUR AUDIT WORK AND TO WHOM WE OWE OUR RESPONSIBILITIES

This report is made solely to the Corporation, in accordance with Article 17C of the College's Articles of Government. Our audit work has been undertaken so that we might state to the Corporation those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the College and the Corporation for our audit work, for this report, or for the opinions we have formed.



**Mark Dawson**  
**for and on behalf of KPMG LLP, Statutory Auditor**

Chartered Accountants  
One Snowhill  
Snowhill Queensway  
Birmingham  
B4 6GH

29 January 2021

## **Reporting Accountant's Report on Regularity to the Corporation of Solihull College & University Centre and the Secretary of State for Education acting through the Education and Skills Funding Agency (ESFA)**

In accordance with the terms of our engagement letter dated 10<sup>th</sup> November 2020 and further to the requirements and conditions of funding in ESFA grant funding agreements and contracts, or those of any other public funder, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest that in all material respects the expenditure disbursed and income received by Solihull College & University Centre during the period 1<sup>st</sup> July 2019 to 31 July 2020 have not been applied to the purposes identified by Parliament and the financial transactions do not conform to the authorities which govern them.

The framework that has been applied is set out in the Post-16 Audit Code of Practice issued by the ESFA. In line with this framework, our work has specifically not considered income received from the main funding grants generated through the Individualised Learner Record (ILR) returns, for which the ESFA or devolved authority has other assurance arrangements in place.

This report is made solely to the corporation of Solihull College & University Centre and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the corporation of Solihull College & University Centre and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the corporation of Solihull College & University Centre and the ESFA for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Solihull College & University Centre and the reporting accountant**

The corporation of Solihull College & University Centre is responsible, under the requirements of the Further & Higher Education Act 1992, subsequent legislation and related regulations and guidance, for ensuring that expenditure disbursed and income received 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 Post-16 Audit Code of Practice. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1<sup>st</sup> July 2019 to 31 July 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 Post-16 Audit Code of Practice issued by the ESFA. We performed a limited assurance engagement as defined in that framework.

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

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

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

The work undertaken to draw our conclusion included:

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

This list is not exhaustive and we performed additional procedures designed to provide us with sufficient appropriate evidence to express a limited assurance conclusion on regularity consistent with the requirements of the Post-16 Audit Code of Practice.

## Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1<sup>st</sup> August 2019 to 31 July 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



**Mark Dawson**  
**For and on behalf of KPMG LLP, Reporting Accountant**  
Chartered Accountants  
One Snowhill  
Snowhill Queensway  
Birmingham  
B4 6GH

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29 January 2021

**Solihull College and University Centre**  
**Statement of Comprehensive Income & Expenditure**

	Notes	Year ended 31st July 2020 £'000	Year ended 31st July 2019 £'000
<b>Income</b>			
Funding body grants	2	34,716	33,970
Tuition fees and education contracts	3	5,870	6,242
Other grants and income	4	621	520
Other income	5	1,215	1,337
Investment income	6	54	91
		<hr/>	<hr/>
<b>Total income</b>		<b>42,476</b>	<b>42,160</b>
<b>Expenditure</b>			
Staff costs	8	27,057	26,322
Restructuring costs	8	284	211
Other operating expenses	9	10,252	11,798
Depreciation	13	3,607	4,249
Interest payable and similar expenses	11	867	1,242
		<hr/>	<hr/>
<b>Total expenditure</b>		<b>42,067</b>	<b>43,822</b>
		<hr/>	<hr/>
<b>Surplus / (Deficit) before other gains and losses</b>		<b>409</b>	<b>(1,662)</b>
Loss on disposal of assets	13	(90)	(508)
		<hr/>	<hr/>
<b>Surplus / (Deficit) before other gains and losses</b>		<b>319</b>	<b>(2,170)</b>
		<hr/>	<hr/>
<b>Surplus / (Deficit) for the year</b>		<b>319</b>	<b>(2,170)</b>
Actuarial loss in respect of pensions schemes	25	(21,318)	(2,942)
		<hr/>	<hr/>
<b>Total Comprehensive Income &amp; Expenditure for the year</b>		<b>(20,999)</b>	<b>(5,112)</b>
		<hr/>	<hr/>
<b>Represented by:</b>			
<b>Unrestricted comprehensive income and expenditure</b>		<b>(20,999)</b>	<b>(5,112)</b>
		<hr/>	<hr/>
		<b>(20,999)</b>	<b>(5,112)</b>
		<hr/>	<hr/>

**Solihull College and University Centre**  
**Statement of Changes in Reserves**

**Income and  
Expenditure  
Account**

**£'000**

<b>Balance at 1st August 2018</b>	<b>31,895</b>
Deficit for the year	(2,170)
Other Comprehensive Income and expenditure	(2,942)
<b>Total comprehensive income and expenditure for the year</b>	<b>(5,112)</b>
<b>Balance at 31st July 2019</b>	<b>26,783</b>
Surplus for the year	319
Other comprehensive income and expenditure	(21,318)
<b>Total comprehensive income and expenditure for the year</b>	<b>(20,999)</b>
<b>Balance at 31st July 2020</b>	<b>5,784</b>

**Solihull College and University Centre**  
**Balance sheet as at 31st July 2020**

	Notes	2020 £'000	2019 £'000
<b>Fixed assets</b>			
Tangible fixed assets	13	80,439	79,911
		<b>80,439</b>	<b>79,911</b>
<b>Current assets</b>			
Trade and other receivables	14	2,339	1,953
Investments	15	6,000	8,000
Cash and cash equivalents	20	8,032	6,598
		<b>16,371</b>	<b>16,551</b>
Creditors – amounts falling due within one year	16	(8,412)	(7,814)
<b>Net current assets</b>		<b>7,959</b>	<b>8,737</b>
<b>Total assets less current liabilities</b>		<b>88,398</b>	<b>88,648</b>
Creditors – amounts falling due after more than one year	17	(36,601)	(38,530)
<b>Provisions</b>			
Defined benefit obligations	25	(45,078)	(22,399)
Other provisions	19	(935)	(936)
<b>Total net assets</b>		<b>5,784</b>	<b>26,783</b>
<b>Unrestricted reserves</b>			
Income and expenditure account		5,784	26,783
<b>Total unrestricted reserves</b>		<b>5,784</b>	<b>26,783</b>

The financial statements on pages 29 to 53 were approved and authorised for issue by the Corporation on 30th November 2020 and were signed on its behalf on that date by:



**Barbara Hughes**  
**Chair of the Corporation**



**John Callaghan**  
**Principal/Accounting Officer**

# Solihull College and University Centre

## Statement of Cash Flow

	Notes	2020 £'000	2019 £'000
<b>Cash inflow from operating activities:</b>			
Surplus/(Deficit)		319	(2,170)
<b>Adjustment for non cash items:</b>			
Depreciation	13	3,607	4,249
Capital grants released to income	2	(1,580)	(1,556)
(Increase)/Decrease in debtors	14	(65)	595
Increase/(Decrease) in creditors due within one year	16	43	(344)
Decrease in creditors due after one year	17	(16)	(16)
Decrease in provisions	19	(1)	(79)
Loss on disposal of asset	13	90	508
Pensions costs less contributions payable	25	94	1,322
Pension lump sum payment		785	321
<b>Adjustment for investing or financing activities:</b>			
Investment income	6	(54)	(91)
Interest payable	10	856	1,229
		<u>4,079</u>	<u>3,968</u>
<b>Net cash flow from operating activities</b>			
<b>Cash flows from investing activities:</b>			
Proceeds from sale of fixed assets	13	-	135
New capital grants received	2	261	244
Investment income	6	54	91
Withdrawal of deposits	15	2,000	500
Payments made to acquire fixed assets	13	(4,133)	(1,052)
		<u>(1,819)</u>	<u>(82)</u>
<b>Cash flows from financing activities:</b>			
Repayments of amounts borrowed	18	(453)	(3,023)
Interest paid	10,16	(373)	(774)
		<u>(826)</u>	<u>(3,797)</u>
<b>Increase in cash and cash equivalents in the year</b>		<u>1,434</u>	<u>89</u>
<b>Cash and cash equivalents at beginning of the year</b>	20	<u>6,598</u>	<u>6,509</u>
<b>Cash and cash equivalents at end of the year</b>	20	<u>8,032</u>	<u>6,598</u>



## **Notes**

(forming part of the financial statements)

### **1 Statement of accounting policies**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

#### **Basis of preparation**

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education 2019 (the 2019 FE HE SORP), the College Accounts Direction for 2019 to 2020 and in accordance with Financial Reporting Standard 102 – “The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland” (FRS 102). The College is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS 102.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the College's accounting policies.

#### **Basis of accounting**

The financial statements are prepared in accordance with the historical cost convention modified by the revaluation of certain fixed assets and in accordance with applicable United Kingdom Accounting Standards.

#### **Going concern**

The activities of the College, together with the factors likely to affect its future development and performance are set out in the Operating and Financial Review. The financial position of the College, its cash flow, liquidity and borrowings are described in the Financial Statements and accompanying notes.

The financial statements have been prepared on a going concern basis which the Corporation considers to be appropriate for the following reasons.

The Corporation has prepared cash flow forecasts for a period of 12 months from the date of approval of these financial statements. In preparing these forecasts the College has considered a decline in recruitment particularly for apprenticeships, adults and Higher Education learners, as well as additional costs due to COVID-19, such as cleaning, hygiene supplies and PPE. After reviewing these forecasts, the Corporation is of the opinion that, taking account of severe but plausible downsides, including the anticipated impact of COVID 19, the College will have sufficient funds to meet its liabilities as they fall due over the period of 12 months from the date of approval of the financial statements (the going concern assessment period) and meet its bank covenant in 19/20.

The College currently has £8,268K of loans outstanding with NatWest on terms negotiated in 2008/09 secured by a fixed charge on the Blossomfield Campus. The terms of the existing agreement are for a further 14 years. The College's forecasts and financial projections indicate that it will be able to operate within this existing facility and it has sufficient funds to repay these loans in full if necessary.

Consequently, the Corporation is confident that the College will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements and therefore have prepared the financial statements on a going concern basis.

## Notes (continued)

### 1 Statement of accounting policies (continued)

#### Recognition of income

The recurrent grant from the Office for Students (Ofs) represents the funding allocations attributable to the current financial year and is credited direct to the income and expenditure account.

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

Government capital grants from the funding bodies such as Education and Skills Funding Council (ESFA), West Midlands Combined Authority (WMCA) and Local Enterprise Partnerships (LEP's) in respect of the acquisition of fixed assets are capitalised, held as deferred income, and released in income over the expected useful life of the asset, under the accrual method as permitted by FRS 102.

Grants (including capital grants) from non-government sources are recognised in income when the College is entitled to the income and performance related conditions have been met. Income received in advance of performance related conditions being met is recognised as deferred income within creditors on the balance sheet and released to income as the conditions are met.

Income from grants, contracts and other services rendered is included to the extent the conditions of the funding have been met or the extent of the completion of the contract or service concerned. All income from short-term deposits is credited to the income and expenditure account in the period in which it is earned.

#### Post-retirement benefits

Retirement benefits to employees of the College are provided by the Teachers' Pension Scheme (TPS) and the Local Government Pension Scheme (LGPS). These are defined benefit schemes which are externally funded. Contributions to the TPS are charged as incurred.

Contributions to the TPS scheme are charged to the income and expenditure account so as to spread the cost of pensions over employees' working lives with the College in such a way that the pension cost is a substantially level percentage of current and future pensionable payrolls. The contributions are determined by qualified actuaries on the basis of quinquennial valuations using a prospective benefit method.

The present value of the LGPS defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 25, 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 31st March 2019 has been used by the actuary in valuing the pensions liability at 31st July 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.

The asset values are reported using estimated asset allocations prepared by the scheme Actuary. This asset value is calculated at each triennial valuation. Thereafter it is rolled forward to accounting dates using investment returns, contributions received, and benefits paid out. During each annual reporting period between triennial valuations asset returns are estimated using 11 months of market experience and one month of extrapolation being assumed.

Further details of the pension schemes are given in note 25.

## **Notes (continued)**

### **1 Statement of accounting policies (continued)**

#### **Enhanced Pensions**

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

#### **Tangible fixed assets**

##### **Land and buildings**

Land at the College's Blossomfield Campus was re-valued on a fair value basis by Bilfinger GVA, an independent Chartered Surveyor, as at 1st August 2014 in accordance with FRS 102 paragraph 35 10(c).

Land and building acquired through the merger but dealt with using acquisition accounting, are revalued to fair value by Bilfinger GVA, an independent Chartered Surveyor, as at 1st February 2018.

Buildings inherited from the Local Education Authority are stated in the Balance Sheet at valuation on the basis of depreciated replacement cost as the open market value for existing use is not readily obtainable. Buildings acquired since incorporation are included in the balance sheet at cost. Freehold land and long leasehold land is not depreciated. Freehold buildings are depreciated over their expected useful economic life to the College of 50 years. Leasehold buildings are amortised over 50 years or, if shorter, the period of the lease. The College has a policy of depreciating major adaptations to buildings over the period of their useful economic life.

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

##### **Subsequent expenditure on existing fixed assets**

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

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

##### **Buildings owned by third parties**

Where land and buildings are used, but the legal rights are held by a third party [for example a charitable trust], they are only capitalised if the College has rights or access to ongoing future economic benefit.

These assets are then depreciated over their expected useful economic life.

##### **Assets under construction**

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

## Notes (continued)

### 1 Statement of accounting policies (continued)

#### Tangible fixed assets (continued)

##### Equipment

Equipment costing less than £1,000 per individual item is written off to the income and expenditure account in the period of acquisition. All other equipment is capitalised at cost.

Equipment is depreciated over its useful economic life as follows:

Motor vehicles	-	3 years
IT Equipment	-	3 - 5 years
General equipment	-	5 - 10 years

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

The College assess whether there are indicators of impairment of the group's tangible assets, including goodwill. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

##### Leased assets

The College review whether leases entered into by the College either as a lessor or a lessee are operating or finance leases. These decisions depend on an assessment of whether the risks and rewards of ownership have been transferred from the lessor to the lessee on a lease by lease basis.

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

Assets which are held under hire purchase contracts which have the characteristics of finance leases are capitalised and depreciated over their useful lives.

##### Investments

Fixed asset investments are carried at historical cost less any provision for impairment in their value.

Listed investments held as fixed assets or endowment assets are stated at market value.

Current asset investments, which may include listed investments, are stated at the lower of their cost and net realisable value.

##### Foreign currency translation

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

## **Notes (continued)**

### **1 Statement of accounting policies (continued)**

#### **Taxation**

The College is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the College is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The College is partially exempt in respect of Value Added Tax, so that it can only recover a minor element of VAT charged on its inputs. Irrecoverable VAT on inputs is included in the costs of such inputs and added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature.

#### **Liquid resources**

Liquid resources include sums on short-term deposits with recognised banks and building societies and government securities.

#### **Provisions**

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

#### **Cash**

Cash for the purposes of the cash flow statement comprises cash in hand and deposits repayable on demand less overdrafts repayable on demand.

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**2 Funding body grants**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
<b>Recurrent grants</b>		
Education and Skills Funding Agency - Adult	1,012	5,012
West Midlands Combined Authority - Adult	3,891	-
Education and Skills Funding Agency - 16 - 18	22,378	22,194
Education and Skills Funding Agency - Apprenticeships	3,146	2,828
Office for Students	424	438
<b>Specific Grants</b>		
Releases of government capital grants	1,709	1,556
HE grant	36	36
Teachers Pension Scheme Contribution Grant	773	-
Other specific grants	1,347	1,907
<b>Total</b>	<b>34,716</b>	<b>33,971</b>

**3 Tuition fees and education contracts**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Adult education fees	755	904
Apprenticeship fees and contracts	28	37
Fees for FE loan supported courses	749	713
Fees for HE loan supported courses	2,181	2,193
Total tuition fees	3,713	3,847
Education contracts	2,157	2,395
<b>Total</b>	<b>5,870</b>	<b>6,242</b>

**4 Other grants and contracts**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
European Union Co Financed	475	520
Coronavirus Job Retention Scheme Grant	146	-
<b>Total</b>	<b>621</b>	<b>520</b>

The Corporation furloughed 36 staff under the Government's Coronavirus Job Retention Scheme. These were predominately technicians, security staff, receptionists, print room staff, sports centre staff and staff working on specific projects that were suspended during lockdown. The funding of £146K was received which related to total staff costs of £178K which are included within the staff costs note 8.

**5 Other income**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Residence, catering and conferences	118	218
Other income	1,097	1,119
<b>Total</b>	<b>1,215</b>	<b>1,337</b>

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**6 Investment income**

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Investment income	54	91
	<hr/>	<hr/>
<b>Total</b>	<b><u>54</u></b>	<b><u>91</u></b>

**7 Details of Grant and Fee Income**

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Grant income from OFS	460	474
Grant income from Other Bodies	34,256	33,497
Fee income for Taught Awards	3,633	3,796
Fee income from non qualifying courses	1,398	1,563
	<hr/>	<hr/>
	<b><u>39,747</u></b>	<b><u>39,330</u></b>

**8 Staff costs**

The average number of persons (including key management personnel) employed by the College during the year, described as headcount, was:

	<b>2020</b> <b>No.</b>	<b>2019</b> <b>No.</b>
Teaching staff	863	905
Teaching support staff	120	114
Non teaching staff	176	190
	<hr/>	<hr/>
	<b><u>1,159</u></b>	<b><u>1,209</u></b>

**Staff costs for the above persons**

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Wages and salaries	19,894	19,662
Social security costs	1,767	1,738
Other Pension Costs	5,396	4,922
	<hr/>	<hr/>
<b>Payroll</b>	<b><u>27,057</u></b>	<b><u>26,322</u></b>
Restructuring costs;		
contractual	156	156
non contractual	128	55
	<hr/>	<hr/>
	<b><u>284</u></b>	<b><u>211</u></b>

# Solihull College and University Centre

## Notes to the Accounts (continued)

### 8 Staff costs - College (continued)

#### Key management personnel

The College is represented by the Executive Management Team who are responsible for planning, directing and controlling the activities of the College. The Executive Management Team includes the Principal, Deputy Principal and three Vice Principals, all of whom are senior postholders.

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

	2020 No.	2019 No.
The number of key management personnel including the Accounting Officer was:	5	5
The number of key management personnel and other staff who received annual emoluments, excluding pension contributions but including benefits in kind, in the following ranges, was:		

	Key management		Other staff	
	2020 No.	2019 No.	2020 No.	2019 No.
£65,001 - £70,000*	1	-	2	2
£70,001 - £75,000	-	-	-	1
£75,001 - £80,000	-	2	1	-
£80,001 - £85,000	1	-	-	-
£85,001 - £90,000	-	1	-	-
£90,001 - £95,000	1	-	-	-
£100,001 - £105,000	1	1	-	-
£165,001 - £170,000	1	1	-	-
	<u>5</u>	<u>5</u>	<u>3</u>	<u>3</u>

\* The Vice Principal curriculum reflects 11 months from the date of appointment as a senior post holder, 1st September 2019.

The Corporation adopted the AoC's Senior Staff Remuneration Code in October 2019 and assesses pay for senior postholders in line with the Codes principles and with reference to sector benchmarking data. The College's Principal and Chief Executive (Accounting Officer) and other senior postholders are paid fair and appropriate remuneration and reflect their level of responsibility, skills and experience.

The Chair and Vice Chair of the Corporation conducts an annual review of the performance and contribution of the Principal and Chief Executive which incorporates questions and observations from members of Corporation. The review is conducted against the expectations set out in the Strategic Plan and annual priorities. The outcome of the review is reported to the Remuneration Committee, who also review the performance of all senior postholders.

The Principal and the Executive Management Team have performed extremely well during 2019/20, with increased challenges posed by the COVID-19 pandemic, meeting the College's objectives and ensuring good financial health and management, as well as, maintaining quality teaching and learning provision, excellent support for learners and ensuring positive positioning of the College locally, regionally and nationally.

Key management personnel emoluments are made up as follows:

	2020 £'000	2019 £'000
Salaries	515	515
	<u>515</u>	<u>515</u>
Pension contributions	72	57
	<u>72</u>	<u>57</u>
<b>Total emoluments</b>	<u><b>587</b></u>	<u><b>572</b></u>



**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**8 Staff costs - College (continued)**

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

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Salaries	170	170
	<u>170</u>	<u>170</u>
Pension	-	-
	<u>-</u>	<u>-</u>
	<u><b>170</b></u>	<u><b>170</b></u>

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

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Principal's basic salary as a multiple of the median of all staff	8.16	7.95
Principal's total remuneration as a multiple of the median of all staff	7.34	6.97

**9 Other operating expenses**

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Teaching costs	2,297	2,936
Non teaching	5,419	5,835
Premises	2,536	3,027
	<u>          </u>	<u>          </u>
<b>Total</b>	<u><b>10,252</b></u>	<u><b>11,798</b></u>

**Other operating expenses include:**

	<b>2020</b> <b>£'000</b>	<b>2019</b> <b>£'000</b>
Auditors'		
Financial statements audit	34	31
Internal audit	19	22
Other services provided by the financial statements auditors	-	-
Other services provided by the internal auditors	16	15
Hire of assets under operating leases	191	202

## Solihull College and University Centre

### Notes to the Accounts (continued)

#### 10 Access and Participation

	2020 £'000
Access Investment	133
Financial Support	80
Disability Support	7
Research and Evaluation	9
	<hr/>
	<b><u>229</u></b>

Solihull College and University Centre's published Access and Participation Plan can be assessed using the <https://www.solihull.ac.uk/about-us/policies/#higher-education>

Salary costs of £67K have been included in this calculation, these costs are included within the staff cost, note 8.

#### 11 Interest payable

	2020 £'000	2019 £'000
On bank loans, overdrafts and other loans:	373	762
	<hr/>	<hr/>
	373	762
Pension finance costs (notes 17 and 23)	494	480
	<hr/>	<hr/>
<b>Total</b>	<b><u>867</u></b>	<b><u>1,242</u></b>

#### 12 Taxation

The Corporation does not believe the College was liable for any Corporation tax arising out of its activities during either period.

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**13 Tangible fixed assets**

	<b>Asset Under Construction</b>	<b>Land and buildings Freehold</b>	<b>Long leasehold</b>	<b>Equipment</b>	<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Cost or valuation</b>					
At 1st August 2019	70	94,588	1,750	8,171	104,579
Additions	3,077	287	-	861	4,225
Disposals	-	-	-	(141)	(141)
<b>At 31st July 2020</b>	<b>3,147</b>	<b>94,875</b>	<b>1,750</b>	<b>8,891</b>	<b>108,663</b>
<b>Depreciation</b>					
At 1st August 2019	-	18,810	-	5,858	24,668
Charge for the year	-	2,264	-	968	3,232
Impairment	-	375	-	-	375
Eliminated in respect of disposal	-	-	-	(51)	(51)
<b>At 31st July 2020</b>	<b>-</b>	<b>21,449</b>	<b>-</b>	<b>6,775</b>	<b>28,224</b>
<b>Net book value at 31st July 2020</b>	<b>3,147</b>	<b>73,426</b>	<b>1,750</b>	<b>2,116</b>	<b>80,439</b>
Net book value at 31st July 2019	70	75,778	1,750	2,313	79,911

The long leasehold relates to a lease from Solihull MBC for land donated in 2005/06 total £1,750K for the Woodlands Campus. The lease is for 125 years.

Land at the College's Blossomfield Campus was re-valued on a fair value by Bilfinger GVA, an independent Chartered Surveyor, as at 1st August 2014. As a first time adopter of FRS 102 the College has used those fair value as deemed cost at 1st August 2014 in accordance with FRS 102 paragraph 35 10(c).

Tangible fixed assets transferred on merger from Stratford upon Avon College were revalued by Bilfinger GVA, an independent Chartered Surveyor at Fair Value. For equipment, fixtures, fitting and vehicles fair value was considered to be the net book value immediately prior to merger.

Land and buildings with a net book value of £29,253K (2019: £30,199K) have been partly financed from exchequer funds, through for example the receipt of capital grants. Should these assets be sold, the College may be liable, under the terms of the Financial Memorandum with the ESFA, to surrender the proceeds.

During the year the College identified impairment of the Stratford Car Park of £375K.

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**14 Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Amounts falling due within one year:		
Trade receivables	890	539
Other debtors	5	1
Prepayments and accrued income	1,104	911
Amounts owed by the ESFA	340	502
	<hr/>	<hr/>
<b>Total</b>	<b><u>2,339</u></b>	<b><u>1,953</u></b>

**15 Current investments**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Short term deposits	6,000	8,000
	<hr/>	<hr/>
<b>Total</b>	<b><u>6,000</u></b>	<b><u>8,000</u></b>

The College invested with Santander the following amounts : £2,000K for 12 months in August 2019 in a fixed deposit interest account and £1,000K on a variable interest account. Additionally, the College invested £3,000K with Barclays on a 95 day notice account.

**16 Creditors: amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Bank loans and overdrafts within 1 year	474	453
Trade payables	565	1,170
Value Added Tax	4	25
Other taxation and social security	843	598
Accruals and deferred income	3,122	2,175
Deferred income - government capital	1,553	1,111
Other creditors	1,123	1,151
Amounts owed to the ESFA	606	1,101
Capital accrual and retention creditors	106	14
Lease Premium	16	16
	<hr/>	<hr/>
<b>Total</b>	<b><u>8,412</u></b>	<b><u>7,814</u></b>

## Solihull College and University Centre

### Notes to the Accounts (continued)

#### 17 Creditors: amounts falling due after one year

	2020 £'000	2019 £'000
Bank loans	7,794	8,268
Deferred income - government capital grants	28,524	29,963
Long Term Lease Premium	283	299
	<hr/>	<hr/>
<b>Total</b>	<b><u>36,601</u></b>	<b><u>38,530</u></b>

Due to the merger with Stratford upon Avon College, a lease was inherited. The lease was granted by Stratford upon Avon College during the financial year 2004/05 for the provision of a new student accommodation block. The lease is for a period of 125 years with an option for the College to obtain the freehold after 35 years. On the basis that the option will be exercised the lease premium is being released over 20 years.

#### 18 Maturity of debt

##### Bank loans and overdrafts

Bank loans and overdrafts are repayable as follows:

	2020 £'000	2019 £'000
In one year or less	474	453
Between one and two years	491	474
Between two and five years	1,712	1,531
In five years or more	5,591	6,263
	<hr/>	<hr/>
<b>Total</b>	<b><u>8,268</u></b>	<b><u>8,721</u></b>

The College has bank facilities with National Westminster Bank plc, comprising a term loan facility of £8,268K (2019: £8,721K).

The term loan is repayable in equal quarterly instalments falling due between April 2012 and January 2034. £1,878K bears interest at 0.625% above LIBOR, £7,282K bears interest at 5.075%, payable quarterly in arrears since April 2012. The loan is secured against the Blossomfield campus.

The College has agreed to indemnify the Bank against any cost, loss or liability incurred as a result of it breaching any of the Financial Undertakings specified in the loan agreement.

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**19 Provisions**

	<b>Enhanced pensions £'000</b>	<b>Other £'000</b>	<b>Total £'000</b>
At 1st August 2019	580	356	936
Provisions made in the year	-	60	60
Actuarial loss	(31)	-	(31)
Interest cost	11	-	11
Release in the year	(41)	-	(41)
	<b>519</b>	<b>416</b>	<b>935</b>

Other provisions relate to specific projects where there is a potential for clawback of funds.

The enhanced pension provision relates to the capital cost of enhancing the pension of former employees. This provision has been recalculated in accordance with guidance issued by the ESFA.

The principal assumptions for this calculation are:

	<b>2020</b>	<b>2019</b>
Price inflation	2.20%	2.20%
Discount rate	1.30%	2.00%

**20 Cash and cash equivalents**

	<b>At 1st August 2019 £'000</b>	<b>Cash flows £'000</b>	<b>At 31st July 2020 £'000</b>
Cash and cash equivalents	6,598	1,434	8,033
<b>Total</b>	<b>6,598</b>	<b>1,434</b>	<b>8,033</b>

**21 Capital commitments**

	<b>2020 £'000</b>	<b>2019 £'000</b>
Commitments contracted for at 31st July	<b>1,008</b>	<b>140</b>

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**22 Lease Obligations**

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

	2020 £'000	2019 £'000
<b>Future minimum lease payments due</b>		
Not later than one year	180	200
Later than one year and not later than five years	125	60
	<hr/>	<hr/>
	<u>305</u>	<u>260</u>

There are no lease payments in relation to land and buildings.

**23 Contingent liabilities**

There were no contingent liabilities as at the 31st July 2020.

**24 Events after the reporting period**

There were no post balance sheet events.

## Solihull College and University Centre

### Notes to the Accounts (continued)

#### 25 Defined benefit obligations

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

Following the merger between Stratford upon Avon College and Solihull College and University Centre on 1st April 2018 the members from Warwickshire LGPS were transferred to West Midlands LGPS.

On 26 October 2019, the High Court handed down a judgment involving the Lloyds Banking Group's defined benefit pension schemes. The judgement concluded the schemes should be amended to equalise pension benefits for men and women in relation to guaranteed minimum pension benefits, "GMP". The Government will need to consider this outcome in conjunction with the Government's recent consultation on GMP indexation in public sector schemes before concluding on any changes required to LGPS schemes.

<b>Total pension cost for the year</b>	<b>2020 £'000</b>	<b>2019 £'000</b>
Teachers Pension Scheme: contributions paid	2,318	1,635
Local Government Pension Scheme; Contributions paid	1,444	1,329
FRS 102 (28) charge	<u>1,664</u>	<u>1,960</u>
	<u>3,108</u>	<u>3,289</u>
Charge to the Statement of Comprehensive Income	5,426	4,924
Enhanced pension (release) / charge to Statement of Comprehensive Income	(30)	3
	<u></u>	<u></u>
<b>Total Pension Cost for Year</b>	<b><u>5,396</u></b>	<b><u>4,927</u></b>

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was 31st March 2016 and of the LGPS 31st March 2019.

Contributions amounting to £427K (2019: £157K) were payable to the scheme at the end of the financial year and are included in creditors.

#### Teachers' Pension Scheme

The TPS is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations 2010, and, from 1st April 2014, by the TPS Regulations 2014. These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1st January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.



## Solihull College and University Centre

### Notes to the Accounts (continued)

#### 25 Defined benefit obligations (continued)

##### FRS 102 (28)

Under the definitions set out in FRS 102 (28.11), the TPS is a multi-employer pension scheme. The College is unable to identify its share of the underlying assets and liabilities of the scheme.

Accordingly, the College has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined-contribution plan. The College has set out above the information available on the plan and the implications for the College in terms of the anticipated contribution rates.

##### West Midlands LGPS

The West Midlands LGPS is a funded defined-benefit plan, with the assets held in separate funds administered by West Midlands LGPS. The total contribution made for the year ended 31st July 2020 was £1,925K of which employer's contributions totalled £1,440K and employees' contributions totalled £485K. The agreed contribution rates for future years range from 18.5% for employers and range from 5.5% to 12.5% for employees, depending on salary.

##### Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31st March 2019 updated to 31st July 2020 by a qualified independent actuary, Barnett Waddingham.

	2020	2019
Rate of increase in salaries	3.20%	3.85%
Future pensions increases	2.20%	2.35%
Discount rate for scheme liabilities	1.40%	2.10%
Commutation of pensions to lump sums	50.00%	50.00%

The College has updated its approach to setting RPI and CPI inflation in light of the RPI reform proposals published on the 4<sup>th</sup> September 2019 by the UK Chancellor and UK Statistics Authority.

The College continued to set RPI inflation in line with the market break-even expectations less an inflation risk premium. The inflation risk premium has been increased from 0.2% at 31 December 2018 to 0.4% at 31 December 2019, reflecting an allowance for additional market distortions caused by the RPI referral proposals. For CPI, the College has proposed a long term gap between RPI and CPI of 80 basis points, compared to 100 basis points at the prior year end.

The estimated impact of the change in the methodology is approximately a £5m increase in the defined benefit obligation in respect of the LGPS scheme.

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

	2020 years	2019 years
<i>Retiring today</i>		
Males	21.90	20.90
Females	24.10	23.20
<i>Retiring in 20 years</i>		
Males	23.80	22.60
Females	26.00	25.00

## **Solihull College and University Centre**

### **Notes to the Accounts (continued)**

#### **25 Defined benefit obligations (continued)**

##### **The Teachers' Pension Budgeting and Valuation Account**

Although teachers and lecturers are employed by various bodies, their retirement and other pension benefits, including annual increases payable under the Pensions (Increase) Acts are, as provided for in the Superannuation Act 1972, paid out of monies provided by Parliament. Under the unfunded TPS, teachers' contributions on a 'pay-as-you-go' basis, and employers' contributions, are credited to the Exchequer under arrangements governed by the above Act.

The Teachers' Pensions Regulations require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pensions' increases). From 1st April 2001, the Account has been credited with a real rate of return which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

##### **Valuation of the TPS**

The latest actuarial review of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education (the Department in April 2019). The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £198 billion giving a notional past service deficit of £22 billion.

##### **Scheme Changes**

Following the Hutton report in March 2011 and the subsequent consultations with trade unions and other representative bodies on reform of the TPS, the Department published a Proposed Final Agreement, setting out the design for a reformed TPS to be implemented from 1st April 2015.

The key provisions of the reformed scheme include: a pension based on career average earnings; an accrual rate of 1/57th; and a Normal Pension Age equal to State Pension Age, but with options to enable members to retire earlier or later than their Normal Pension Age. Importantly, pension benefits built up before 1st April 2015 will be fully protected.

In addition, the Proposed Final Agreement includes a Government commitment that those within 10 years of Normal Pension Age on 1st April 2012 will see no change to the age at which they can retire, and no decrease in the amount of pension they receive when they retire. There will also be further transitional protection, tapered over a three and a half year period, for people who would fall up to three and a half years outside of the 10 year protection.

Regulations giving effect to a reformed TPS came into force on 1st April 2014 and the reformed scheme commenced on 1st April 2015.

The pension costs paid to TPS in the year amounted to £3,205K (2019: £2,516K)

**Solihull College and University Centre**  
**Notes to the Accounts (continued)**

**25 Defined benefit obligations (continued)**

**West Midlands LGPS**

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

	%	Fair Value at 31st July 2020 £'000	%	Fair Value at 31st July 2019 £'000
Equities	56%	32,807	60%	35,060
Government bonds	11%	6,336	9%	5,523
Other bonds	4%	2,265	4%	2,207
Property	8%	4,401	8%	4,761
Cash	7%	3,874	4%	2,106
Other	15%	8,716	15%	8,660
<b>Total market value of assets</b>		<b>58,399</b>		<b>58,317</b>

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

	2020 £'000	2019 £'000
Fair value of plan assets	58,399	58,317
Present value of plan liabilities	(103,477)	(80,716)
Present value of unfunded obligations	-	-
<b>Net pensions liability</b>	<b>(45,078)</b>	<b>(22,399)</b>

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

	2020 £'000	2019 £'000
<b>Amounts included in staff costs</b>		
Past service cost	3,156	3,206
Contribution by employer	(2,277)	(1,563)
<b>Total</b>	<b>879</b>	<b>1,643</b>

**Amounts included in investment income**

Net interest income	482	476
<b>Total</b>	<b>482</b>	<b>476</b>

**Amounts recognised in Other Comprehensive Income**

Return on pension plan assets	(30)	1,999
Experience loss on defined benefit obligation	(4,557)	-
Other actuarial loss on assets	(2,379)	-
Change in demographics assumptions	(2,403)	4,223
Changes in assumptions underlying the present value of plan liabilities	(11,949)	(9,164)
<b>Amount recognised in Other Comprehensive Income</b>	<b>(21,318)</b>	<b>(2,942)</b>

**Solihull College & University Centre**  
**Notes to the Accounts (continued)**

**25 Defined benefit obligations (continued)**

**West Midlands LGPS (continued)**

**Movement in net defined benefit /liability during the year**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
Deficit in scheme at 1st August	(22,399)	(17,347)
Movement in year:		
Current service cost	(3,137)	(2,645)
Curtailment and settlements	(19)	(561)
Employer contributions	2,277	1,563
Net interest on the defined liability	(482)	(467)
Actuarial loss	(21,318)	(2,942)
<b>Net defined benefit liability at 31st July</b>	<b><u>(45,078)</u></b>	<b><u>(22,399)</u></b>

**Asset and Liability Reconciliation**

	<b>2020</b>	<b>2019</b>
	<b>£'000</b>	<b>£'000</b>
<b>Changes in the present value of defined benefit obligations</b>		
<b>Defined benefit obligations at start of period</b>	80,716	71,408
Current Service cost	3,137	2,645
Interest cost	1,685	1,883
Contributions by Scheme participants	482	464
Experience gains and losses on defined benefit obligations financial assumptions	14,352	4,941
Unfunded pension payment	(3)	(3)
Experience loss on defined benefit obligation	4,557	-
Estimated benefits paid	(1,468)	(1,183)
Curtailments and settlements	19	561
<b>Defined benefit obligations at end of period</b>	<b><u>103,477</u></b>	<b><u>80,716</u></b>

**Reconciliation of Assets**

<b>Fair value of plan assets at start of period</b>	58,317	54,061
Interest on plan assets	1,238	1,444
Return on plan assets less interest	(30)	1,999
Employer contributions	2,277	1,563
Contributions by Scheme participants	482	464
Administration	(35)	(28)
Estimated benefits paid	(1,471)	(1,186)
Other actuarial losses	(2,379)	-
<b>Assets at end of period</b>	<b><u>58,399</u></b>	<b><u>58,317</u></b>

Past service costs above included in £nil in 2020 (2019 is £557K) in relation to the estimated impact of the McCloud/Sargeant judgement.

## Solihull College and University Centre

### Notes to the Accounts (continued)

#### 26 Related party transactions

Due to the nature of the College's operations and the composition of the board of governors (being drawn from local public and private sector organisations) it is inevitable that transactions will take place with organisations in which a member of the Corporation may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the College's financial regulations and normal procurement procedures.

The total expenses paid to or on behalf of the Governors during the year was £227; 1 governors (2019: £778 3 governors). This represents travel and subsistence expenses and other out of pocket expenses incurred in attending Governor meetings and charity events in their official capacity.

No Governor has received any remuneration or waived payments from the College or its subsidiaries during 2019/20.

The College is a member of the Greater Birmingham & Solihull Institute of Technology (GBS IoT) along with South & City College Birmingham, Aston University and University College Birmingham. John Callaghan, the Principal and Accounting Officer is a Director of the board and Rosa Wells is seconded to manage the GBS IoT. The College manages the finances, HR and payroll processes for the GBS IoT and receives payment for these services. During the year the college received DfE grant funding for the Woodlands spoke of £113K. The total approved DfE funding for this project is £1,026K.

During the year the College partially completed the purchases approved from the Greater Birmingham and Solihull Local Enterprise Council (GBS LEP) for the Construction Skills for Work Readiness project. The in year claim for the project was £215K, with £91K being paid over to RMF Construction Training academy. The total approved funding value for this project is £287K. The College also partially completed the purchases approved from the GBS LEP for the Creative Outpost project however no in year claims were made. The agreed funding for this project is £295K. The College has also received approval of a further outline business plans; GBS LEP Digital Infrastructure project combined with GBS IOT with £260K funding for Solihull. John Callaghan the Principal and Accounting Officer is a member of GBS LEP Board.

Anthony Worth is a Governor of the College and a Trustee of Heart of England School. During the year Heart of England School did not purchase services from the College (2019; £1K). At the year end there was an outstanding balance of £nil (2019: £nil).

#### 27 Agency Notes

##### Amount dispersed as an agent - learner support fees

	2020	2019
	£'000	£'000
16 -18 Grants and funding body grants	619	618
	<b>619</b>	<b>618</b>
Disbursed to students	(709)	(686)
Administration costs	(31)	(31)
	<b>740</b>	<b>717</b>
Balance on creditors	20	141

Funding body grants are available solely for students in the majority of instances, the College only acts as a paying agent.