

Company registration number 07711928 (England and Wales)

**HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE  
(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2022**

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

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# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## REFERENCE AND ADMINISTRATIVE DETAILS

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<b>Members</b>	J. Beard (Deceased 7 November 2022) C. Burgess R. Livingstone C. Goodchild P. Rottier
<b>Governors</b>	C. Armstrong (Parent Governor) (Resigned 26 September 2022) N. Bielby (Headteacher) C. Burgess (Community Governor) K. Comb (Community Governor) T. Freeman (Parent Governor) (Resigned 18 November 2021) T. Goodwin (Chair of Governors and Parent Governor) J. Grace (Community Governor) S. Lavin (Parent Governor) (Resigned 28 October 2022) S. Lawrence (Parent Governor) (Resigned 8 November 2022) C. Lewis (Parent Governor) (Resigned 4 March 2022) A. Middleton (Staff Governor) C. Morgan (Staff Governor) G. Preece (Community Governor) P. Redford (Staff Governor) L. Blackburn (Staff Governor) K. Morgan (Community Governor) (Resigned 30 June 2022) P. Knox (Community Governor) J. Hampshire (Parent Governor) (Appointed 14 March 2022) T. Clatworthy (Parent Governor) (Appointed 31 October 2022) H. Jones (Parent Governor) (Appointed 31 October 2022) G. Cochrane (Parent Governor) (Appointed 5 December 2022)
<b>Senior management team</b>	
- Headteacher	N. Bielby
- Deputy Head	M. Lowe
- Director of Business Services	A. Halsall
<b>Company secretary</b>	A. Halsall
<b>Company registration number</b>	07711928 (England and Wales)
<b>Registered office</b>	Selkirk Drive Holmes Chapel Crewe Cheshire CW4 7DX
<b>Independent auditor</b>	Jackson Stephen LLP James House Stonecross Business Park Yew Tree Way Warrington Cheshire WA3 3JD

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## REFERENCE AND ADMINISTRATIVE DETAILS

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### **Bankers**

Lloyds Bank plc  
Citymark  
150 Fountainbridge  
Edinburgh  
EH3 9PE

### **Solicitors**

Mills & Reeve LLP  
78-84 Colmore Row  
Birmingham  
B3 2AB

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT

### *FOR THE YEAR ENDED 31 AUGUST 2022*

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The Governors present their annual report together with the accounts and independent auditor's reports of the Charitable Company for the period 1 September 2021 to 31 August 2022.

The Academy Trust operates an academy for pupils aged 11 to 19 serving a catchment area in Holmes Chapel and the surrounding area. It had a roll of 1,301 in the January 2022 school census.

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

##### Constitution

The Academy Trust is a company limited by guarantee and an exempt charity. The Charitable Company's memorandum and articles of association are the primary governing documents of the Academy Trust.

The Governors are the trustees of Holmes Chapel Comprehensive School & Sixth Form College (HCCS) and are also the directors of the Charitable Company for the purposes of company law. Details of the Governors, who served during the year and to the date these accounts are approved, are included in the Reference and Administrative Details on page 1.

##### Members' liability

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

##### Governors' indemnities

In accordance with normal commercial practice the Academy Trust has purchased insurance to protect Trustees, local Trustees and officers from claims arising due to negligent acts, errors or omissions occurring on school business.

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

###### Governing body

The Academy Trust can appoint up to 20 governors comprising 8 Parent Governors, 7 Community Governors and 5 Staff Governors (including the Executive Headteacher).

###### Parent Governors

Nominations are invited from parents for the election of parent Governors to the Governing Body. Nominations are invited via the HCCS newsletter for parents of children attending the school.

Each nomination must be supported by a proposer and seconder, who may be the partner of the candidate. All nominations are acknowledged. A parent may not propose or second more than one candidate. The term of office is 4 years. Elections are overseen by the clerk to the Governing Body who acts as Returning Officer. If insufficient parents stand for election the Governing Body can appoint a parent of a registered student at the school.

###### Staff Governors

Nominations are invited for staff employed by the school. Elections are by secret ballot. At least one Staff Governor must be a teacher and at least one must be a member of the HCCS Support Staff.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### Community Governors

A maximum of 7 Community Governors are appointed by the Governing Body for periods of 4 years to represent community interests. Current Governors are asked to nominate individuals who will add to the skill base or experience of the Governing Body. Advertisements are also circulated. Community Governors can be people who live or work in the community served by the Academy, or people who do not work or live close to the Academy but are committed to the good governance and success of the Academy.

The recruitment process should be focused on attracting someone who has the skills identified as being needed by the Governing Body's development plan. A person who is eligible to be a Staff Governor cannot be appointed to a role of Community Governor.

There are 5 standing committees which meet at least once per Academy term. The committees are:

- Standards
- Behaviour & Wellbeing
- Estates & Facilities
- Finance
- Teaching & Learning

There is also a Pay and Remuneration Committee, comprising 3 Governors, which meets annually to review the performance of the Headteacher and review the pay of all core leadership team members.

Together, these committees provide the main strategic thrust for the planning, implementation and review cycle of the Academy. All standing committees shall consist of no fewer than 5 Governors, one of whom shall be the Executive Headteacher. The Executive Headteacher may nominate a representative. The quorum of each committee shall be 3 Governors. Each standing committee shall meet at least once per term and otherwise as required. Membership of the committees is determined by the individual skills and experience of the governors.

#### **Executive trustees Committee**

The three Executive trustees of the Board are the Chair and Vice Chair of Governors and the Chair of the Finance Committee. This group plus other Committee Chairs (as and where appropriate) meet when necessary to work with the Executive Headteacher and other members of the Core Leadership Team to fine tune the school action plan and take 'Chair's Actions' in rapid response to developments requiring an immediate response. In exceptional circumstances, the three Executive Trustees can make individual spending, purchasing and virements.

During the year 2021/22 the Executive Trustees were not required to undertake any business.

#### **Financial delegation**

The Governors have approved a scheme of financial delegation that allows budgetary responsibility to be delegated, through the Executive Headteacher, to the lowest level. Governors are responsible for setting general policy, approving the strategic plan, adopting and approving the annual plan and budget and making major decisions about the direction of HCCS including capital expenditure and key staff appointments.

#### **Declarations of interest**

All governors complete a declaration of interest questionnaire on an annual basis. The following governors have positions within the governance of other Academies or organisations identified as 'related parties'.

Tracey Goodwin - Co-opted Governor at Goostrey Primary school, Trustee of Holmes Chapel Boxing Club  
Andrew Middleton - Governor at the Oaks, Crewe  
Sophie Lavin - Member of Cranage Parish Council

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

All new governors undertake a personal induction programme that helps them to get a broad understanding of the school and the current strategic challenges.

All governors have access to training opportunities both in house and via the wider Cheshire and National networks. 'The Key' is an online information, guidance and support service which all governors have access to. Governors also have access to the Governor Training Hub.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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Members & Governors who served during the year:

#### Members

Mrs Jackie Beard	Agreed the role on 1st April 2019 - Deceased 7th November 2022
Mrs Christina Burgess	Chair of Governors
Mrs Caroline Goodchild	Agreed the role on 1st April 2019
Mrs Ruth Livingstone	Agreed the role on 1st April 2019
Mr Peter Rottier	Agreed the role on 1st April 2019
	Appointed 1st November 2020 to 1st November 2024 - Resigned 26th September 2022

#### Trustees

Parent Governors  
Mrs Claire Armstrong

Mrs Tracey Goodwin (vice chair) Appointed 18th October 2018 to 18th October 2022 - Appointed as Community

Mrs Sophie Lavin Governor from 18th October 2022  
Mrs Sarah Lawrence Appointed 18th October 2018 to 18th October 2022  
Elected Feb 2016 re-appointed 5th February 2020 to 7th February 2024

#### Staff Governors

Mr Nigel Bielby Appointed 1st September 2020  
Dr Andrew Middleton Appointed 20th October 2020 to October 2024  
Mrs Caroline Morgan Appointed 19th November 2019 to November 2023  
Mr Phil Redford Appointed October 2016 re-appointed 20th October 2020 to 20th October 2024

Mrs Laura Blackburn Appointed 1st April 2019 to 1st April 2023

#### Community/Co-opted Governors

Mrs Christina Burgess (chair) Appointed 24th April 2014 re-elected at FGB 2nd July 2018 to 30th September 2022 re-elected as chair 20th September 2021 Appointed 18th November 2019 to 17 November 2023  
Mrs Kerry Comb Appointed 26th March 2018 to 26th March 2022  
Mr James Grace Appointed 15th October 2020 to 14th October 2024  
Dr Paul Knox Appointed 20th October 2017 - 20th October 2021 as parent governor re-appointed 20th September 2021 - 20th October 2025 as community governor  
Mrs Gill Preece

#### Resignations

Mrs Tracey Freeman Appointed 1st November 2020 to 1st November 2024 - resigned November 2021  
Ms Chris Lewis Appointed 5th February 2018 to 5th February 2022 - resigned February 2022  
Mrs Karren Morgan Appointed 5th January 2021 to 5th February 2025 - resigned June 2022

NB for the period 1st September 2021 - 31st August 2022

#### Organisational structure

The Governing Body's primary role is to approve HCCS's strategic direction and objectives and monitor its progress towards those objectives which are clearly described in the School Development Plan. To effectively achieve this, the Governing Body operates through several committees, the constitution and make up of which are reviewed annually. The Executive Headteacher is the Accounting Officer.

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

The academy has in place a robust performance management system that includes a process for reviewing the Executive Headteacher's performance. The Chair is assisted in the appraisal of the Executive Headteacher's performance by an external assessor. The Pay and Remuneration Committee met following the Executive Headteacher's appraisal to consider the pay of the Senior Leadership Team and the general pay uplift to all staff.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### Trade union facility time

#### **Relevant union officials**

Number of employees who were relevant union officials during the relevant period 2

Full-time equivalent employee number 2.00

#### **Percentage of time spent on facility time**

<b>Percentage of time</b>	<b>Number of employees</b>
---------------------------	----------------------------

0%	-
----	---

1%-50%	-
--------	---

51%-99%	-
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100%	-
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<b>Percentage of pay bill spent on facility time</b>	-
------------------------------------------------------	---

Total cost of facility time	-
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Total pay bill	7,097,409
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Percentage of the total pay bill spent on facility time	-
---------------------------------------------------------	---

Paid trade union activities

Time spent on paid trade union activities as a percentage of total paid facility time hours -

### Related parties and other connected charities and organisations

#### **Everybody Leisure Trust**

A joint use agreement is in place that covers community use of the Academies 3G pitch and the Academies use of the Sports centre which is owned by the Leisure Trust.

#### **Holmes Chapel & District Community Partnership**

During the year, the Academy stopped being part of the local partnership company which is a joint venture with local primary schools. The Academy continues to facilitate sports activities.

#### **Cheshire East School Centred Initial Teacher Training (SCITT)**

The Academy continues to be the centre for Initial Teacher training for Cheshire East in partnership with St Joseph's College, Stoke.



# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2022*

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### **Objectives and activities**

#### Objects and aims

The Academy Trust's object is specifically restricted to the following to advance for the public benefit education in the United Kingdom in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum.

#### School Development Plan

The governors agreed a school development plan and objectives for 2021/22. The purpose of the development plan is to address the key areas of focus which are the at the highest level of priority for our school's continued improvement so that we deliver:

- the highest quality of education through a knowledge rich curriculum and exceptional teaching
- the best possible outcomes for all students
- a sustainable growth and development model for the sixth form
- Put in place systems of support to get all learners back on track with their learning post the Covid19 pandemic a coherent communication and marketing strategy
- the development of a 14 place Resource Provision for students with Social, Emotional and Mental Health needs

#### Public benefit

HCCS recognises its legal requirement to be able to clearly demonstrate that its aims are for public benefit. In this case, specifically, the school has, as its main charitable purpose, the advancement of education. HCCS offers a broad curriculum to pupils of all abilities aged from 11-19 who come from varied socio-economic backgrounds in a semi-rural catchment area.

Furthermore, Governors pay due regard to Charity Commission guidance on public benefit beyond the provision of secondary education. It conducts its business with a strong policy of working jointly with others to promote public use of the buildings and land onsite for sport, and tuition to the benefit of the wider community.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### Strategic report

#### Achievements and performance

Key performance indicators - Summer 2022

KS4 Cohort Summary	Count	Percent
Cohort	208	100
Female	99	48
Male	109	52
Non Pupil Premium	183	88
Pupil Premium	25	12
Education and Health Care Plan	6	3

KS2 Prior attainment banding	Count	Percent
No Data	6	3
Lower	23	11
Middle	114	55
Upper	65	31

KS 4 Attainment and Progress Summary	2022 Actual	2022 Target	SISRA comparison
Average KS2 Prior Attainment	107	107	104.27
<b>Attainment 8</b>	55.86	>55	49.1
Gender gap	0.68	<0.24	4.45
Disadvantaged gap	14.42	5.35	12.07
<b>Progress 8</b>	0.07	0.1 to 0.3	0.01
Gender gap	0.19	0.45	0.35
Disadvantaged gap	1.08	0.54	0.58
<b>9-7 in English and Maths</b>	22.10%	22%	15.3 %
Gender gap	1.70%	7%	3.60%
Disadvantaged gap	11.50%	11%	10.9
<b>9-5 in English and Maths</b>	63.50%	67%	49.4 %
Gender gap	1.60%	8%	5.10%
Disadvantaged gap	22.10%	9.00%	23.20%
<b>9-4 in English and Maths</b>	83.70%	90%	69.3 %
Gender gap	2.20%	6%	4.30%
Disadvantaged gap	22.30%	8%	23.10%

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

KS 4 Attainment and Progress Summary	2022 Actual	2022 Target	SISRA comparison
<b>5 Passes at grade 4+ including English and Maths</b>	79.80%	91%	65.7 %
Gender gap	3.80%	7%	6.40%
Disadvantaged gap	18.00%	9%	24%
<b>5 Passes at grade 5+ including English and Maths</b>	61.50%	67%	46.7 %
Gender gap	0.10%	7%	6.30%
Disadvantaged gap	24.50%	12%	23.20%
<b>Entry rate For the EBacc</b>	16.30%	17.30%	37.3 %
Gender gap	15.00%	19.00%	10%
Disadvantaged gap	14.00%	15.10%	12.50%
<b>EBacc at grade 4+</b>	13.90%	36	25.7 %
Gender gap	10.00%	19	9.70%
Disadvantaged gap	11.30%	15.10%	15.10%
<b>EBacc at grade 5+</b>	11.10%	14.50%	19.2 %
Gender gap	9.80%	15.80%	7.80%
Disadvantaged gap	12.60%	11.30%	12.40%

### KS4 Subject overview performance

- 13 GCSE subjects in 2022 had at least 75% of their results at or above a grade 5
- 16 GCSE subjects in 2022 had a positive SPI (SPI is the 'Subject Progress Index' and compares subject performance at HCCS to all SISRA schools) 17 subjects in 2021 (GCSE and BTEC).
- 76.9% of BTEC students in 2022 achieved at least a merit with 89% of students achieved at least a pass. In 2021, 51% of BTEC students achieved at least a Merit with 71% achieving at least a Pass.
- 17 subjects have seen an increase (compared with target) in the number of grade 9's awarded resulting in a total of 119 grade 9s awarded.
- BTEC's in Health and Social Care and Dance have achieved 100% pass rate. (23% of grades at a Distinction).
- PE, RE, Business, Spanish, French, Physics and Film all have an SPI of above +0.3 (on average, students achieved + $\frac{1}{3}$  of a grade higher than expected). Both PE and RE were one grade higher than target in terms of average grades (7).

### KS5 Exam analysis

#### VA 2022

Target	Actual	Difference	2019
+0.04 (SDP +0.15 to +0.3)	<b>-0.16</b> Female: -0.15 v Male: -0.17	-0.20	-0.38 Academic -0.14 VTQ

#### Average Grade: 2022

Average Grade	Target	Actual	2019	Average Point Score	Target	Actual	Difference	2019
Academic (Level)	<b>A</b> C+	<b>C+</b> Female C+ Male C=	<b>C=</b>	Academic	<b>33.88</b> Female: 35.15 Male: 32.8	<b>32.09</b> Female: 34.46 Male 29.83	-1.79	31
VTQ	<b>D</b>	<b>M+</b> Female: Distinction - Male: Merit +	<b>M+</b>	VTQ	<b>30.16</b> Female: 31.14 Male: 28.77	<b>29.85</b> Female: 34.14 Male: 28.77	-0.31	21

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

- Overall students achieved their expected target grade of a C+ at A Level. This is an increase in the average grade from 2019 when it was C=.
- Average point score for A Level shows a difference of less than 2 points at 32.02 compared to target at 33.88.
- Average VTQ outcome has remained the same as 2019 at M+.
- Average point score for VTQ has increased from 26.82 in 2019 to 29.85 in 2022

A Level Actual Grades				VTQ			
Grade %	Target %	Actual %	Difference %	Grade %	Target %	Actual %	Difference %
A*	3	3.7	+3.7	D*	11.4	17.1	+5.7
A*/A	14.4	13.6	-0.8	D*/D	48.6	51.4	-2.8
A*/B	32.2	39.2	+7.1	D*/M	100	88.6	-11.4
A*/C	90.9	69.6	-21.3	D*/P	100	100	0
A*/E	100	100	0				

- 39% of grades achieved were at A\*/B.
- 69.6% of A Level grades were achieved at A\*/C
- 17.1% of VTQ grades were at a Distinction\*. This is an increase from the target of 11.4%.

#### Post 18 Destinations

University	Apprenticeships	Employment	Other (gap year etc.)
62% of which: 85% got their first choice uni	21%	9%	8%

#### Going concern

After making appropriate enquiries, the Board of Governors has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board of Governors continues to adopt the going concern basis in preparing the accounts. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

#### Financial review

Most of HCCS's recurrent income is obtained from the DfE in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the year ended 31 August 2022 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

During the year ended 31 August 2022, HCCS received recurrent income of £7,576,929 from the DfE in respect of General Annual Grant and other Government funding. Expenditure for the year amounted to £8,285,808.

Unrestricted income totalled £605,114 for the year. Against this, resources expended totalled £406,144 resulting in a net increase in unrestricted funds of £198,970 before transfers.

HCCS also received grants for fixed assets from the DfE. In accordance with the SORP, such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation.

At 31 August 2022 the net assets excluding the pension liability was £19,890,414. The assets were used exclusively for providing education and the associated support services to the pupils of the school.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 AUGUST 2022*

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#### **Reserves policy**

The Governors review the level of reserves of the Academy each term. The cash reserves are reported to the Finance Committee each term as part of the cash flow report.

The Academy's 'free' reserves are those reserves remaining after excluding restricted and designated funds. These reserves can therefore be spent on any of the Academy's charitable objectives. The Governors consider these free reserves and are reviewing what level of free reserves are considered necessary to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with urgent unforeseen costs, for example emergency repairs. The academy has set a Working Capital Reserve (WCR) to provide for any major issues that could arise in relation to its estate. The Academy's free reserves as at 31 August 2022 are £475,843 which are greater than the minimum levels set.

#### **School Development strategy**

During the year in review, the new Learning Resource Centre opened and marked the investment of circa £500,000. The new facility has been finished to an extremely high standard and is now in full use by students and staff.

In addition, the new Resource Provision, a specially designed area with classrooms and associated learning facilities, opened. This new provision was a joint project with Cheshire East LA and will enable the school to provide high quality teaching and learning to 14 children with social, emotional and mental health needs from within the local area. The facilities have been created following an investment from the LA of circa £650,000.

Work has continued on the overall school expansion plan with an application for planning being logged with the local authority. If successful, a two story extension housing 10 classrooms will be built in 2022/23 opening to students in spring 2024. The new build is expected to cost in the region of £3,000,000.

#### **Investment policy**

The governors consider the school's investments on an annual basis ensuring the school maximizes the return on its capital whilst minimizing any risk and maintaining appropriate reserves. Any investments must be approved by governors and will further the school's charitable aims. Governors' policy is to manage, control and track their financial exposure and risk to ensure value for money, take advice as appropriate from a professional adviser and ensure that security takes precedence over revenue maximization.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2022*

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### **Principal risks and uncertainties**

The Governing Body (GB) at HCCS understand and accept their responsibility and role in managing the key strategic risks of the academy. They ensure that a sound system of internal control is in place to identify, assess and, when necessary, put in place actions to mitigate against the key risks that may prevent the organisation from delivering against its principal objectives. They recognise however that those risks will always exist and that in managing these principal risks there is an understanding that there needs to be a balance between investment in mitigation and the potential benefit that this would deliver. In order to do this the GB has put in place arrangements to better understand the risks in terms of the likelihood of them occurring and the potential impact if they did. The GB holds the operational managers to account for the delivery of agreed actions via the Executive Headteacher.

The principal risks for Holmes Chapel Comprehensive School in 2021/22 include:

- Getting all students back on track with learning post pandemic
- Managing volatility in student numbers as we implement the school development strategy
- Managing the investment in infrastructure and mitigate the risks
- Recruitment of students to the sixth form

### **Managing risks**

The Governors have overall responsibility for maintaining the key strategic risks of the academy. They will delegate the management of those risks to the school's leadership team via the Headteacher. Please see the organisational chart below which shows how risks are delegated throughout the school:

Governing Body  
Head Teacher  
Core Leadership Team  
Senior Leadership Team  
Faculties  
Support Teams

### **Corporate risk register**

The academy trust maintains a corporate risk register that brings together a summary of the identified risks and the plans in place to mitigate those risks where appropriate. This register is a living document and the scores are reviewed on a regular basis at the relevant committee. The Finance and Estates & Facilities Committees have been the first to migrate across to the new system. Progress will be monitored by the Standards Committee. Risks are measured using a 5x5 [Likelihood x Impact]. The academy has identified definitions for each score that will help to give guidance when compiling the risk register and monitoring against the suitability of the action plans. All identified strategic risks will be scored pre and post mitigation.

Some examples of actions taken to mitigate against the principal key risks include:

- Focus on sixth form recruitment
- Established a Capital Projects Oversight Group
- Close monitoring of interim reports across all key stages
- Review of all key risks and how they are managed within the committees of the governing board

### **Financial risk**

HCCS operates a system of internal financial controls and these are reviewed by HCCS's External Auditors, by the Internal Audit arrangements and the Department for Education.

The Governors acknowledge their role as per the Statement of Governors' Responsibilities.

HCCS's system of internal financial control is based on a framework of regular management information and administrative procedures including as far as is possible, the segregation of duties and a system of delegation and accountability. It includes:

- financial reports to every Finance and Full Governors committee meetings
- a comprehensive set of financial rules and procedures reviewed at least annually
- formal budgetary delegation in writing to budget holders along with explanatory notes on financial procedures for placing orders etc
- a financial risk register
- a system of internal audit

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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The Academy Trust has in place a programme for regular internal audits that look to test key processes and procedures on a risk priority basis. Each internal audit report is presented to the Trust Board via the Finance Committee. Internal audit reports will include a series of suggested actions to strengthen controls.

A full system of internal control has been established and Governors continually review financial procedures and controls as necessary.

#### **Fundraising**

Holmes Chapel Comprehensive & Sixth Form College's approach to fundraising complies fully with section 13 of the Charities (Protection and Social Investment) Act 2016 in so much as it works only with professional fundraisers. The school's GDPR policy complies fully with marketing regulations and does not target individuals. All fund raising done by the school is fully monitored by the trustees.

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

##### School Expansion

During the year ahead, the trust will look to secure circa £3,000,000 from Cheshire East LA to fund the development of a new teaching block containing 10 classrooms and including a focus on new IT classroom provision. This is subject to a successful application for planning permission. The school will also bid for funding from the Condition Improvement Fund at the Department of Education to support the replacement of key parts of the utilities infrastructure.

##### Creating a new Multi Academy Trust (MAT)

During the year 2021/22, the governing board have been working closely with the team at Shavington Academy to explore the possibility of joining together to form a new MAT. This is very much in line with government policy, recognising that both academies are single school trusts. The academies ran a joint public consultation in the summer term and work continues ahead of a formal application to the Secretary of State, which is expected to happen in 2022/23.

#### **Auditor**

In so far as the Governors are aware:

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

At a meeting of the Members, a resolution was passed to appoint Jackson Stephen LLP as the external auditors for a period of three years from September 2021.

The Governors' report, incorporating a strategic report, was approved by order of the Board of Governors, as the company directors, on 22 December 2022 and signed on its behalf by:



T. Goodwin (Chair of Governors and Parent Governor)

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### Scope of responsibility

As Governors we acknowledge we have overall responsibility for ensuring that Holmes Chapel Comprehensive School & Sixth Form College has an effective and appropriate system of control, financial and otherwise. However, such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The Board of Governors has delegated the day-to-day responsibility to the executive head, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Holmes Chapel Comprehensive School & Sixth Form College and the Secretary of State for Education. They are also responsible for reporting to the Board of Governors any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Governors' Report and in the Statement of Governors' Responsibilities. The Board of Governors has formally met 19 times during the year. Attendance during the year at meetings of the Board of Governors was as follows:

<b>Governors</b>	<b>Meetings attended</b>	<b>Out of possible</b>
C. Armstrong (Parent Governor) (Resigned 26 September 2022)	4	10
N. Bielby (Headteacher)	19	19
C. Burgess (Community Governor)	17	19
K. Comb (Community Governor)	16	16
T. Freeman (Parent Governor) (Resigned 18 November 2021)	0	1
T. Goodwin (Chair of Governors and Parent Governor)	18	19
J. Grace (Community Governor)	12	13
S. Lavin (Parent Governor) (Resigned 28 October 2022)	14	15
S. Lawrence (Parent Governor) (Resigned 8 November 2022)	7	10
C. Lewis (Parent Governor) (Resigned 4 March 2022)	7	8
A. Middleton (Staff Governor)	9	11
C. Morgan (Staff Governor)	10	13
G. Preece (Community Governor)	7	10
P. Redford (Staff Governor)	6	7
L. Blackburn (Staff Governor)	6	7
K. Morgan (Community Governor) (Resigned 30 June 2022)	6	8
P. Knox (Community Governor)	14	14
J. Hampshire (Parent Governor) (Appointed 14 March 2022)	2	2
T. Clatworthy (Parent Governor) (Appointed 31 October 2022)		
H. Jones (Parent Governor) (Appointed 31 October 2022)		
G. Cochrane (Parent Governor) (Appointed 5 December 2022)		

### Conflicts of interest

All Governors complete a declaration of interest questionnaire on an annual basis. The following interests were declared:

Tracey Goodwin – Co-opted Governor at Goostrey Primary School  
Andrew Middleton – Governor at The Oaks, Crewe.  
Sophie Lavin – Member of Cranage Parish Council

### Governance reviews

During the year, the board undertook a skills audit using the NGA (National Governance Association) audit tool. The review was led by the Chair of Governors and the results used to identify training needs for board members and to support future recruitment.



# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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The composition of the board of governors, its work and performance is covered in more detail in the governors' report.

#### **Review of value for money**

As accounting officer the Executive Headteacher has responsibility for ensuring that the Academy Trust delivers good value in the use of public resources. The accounting officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The accounting officer considers how the Academy Trust's use of its resources has provided good value for money during each academic year, and reports to the Board of Governors where value for money can be improved, including the use of benchmarking data where available. The accounting officer for the Academy Trust has delivered improved value for money during the year by:

- Regular reports to committees on performance and comparisons with peer schools
- Development of a contracts register
- Review of all contracts in terms of quality, service and price which has led to significant savings
- Development of the corporate risk register
- Implementation of the Financial Procedures Manual
- Review of and changes to the contract with Sodexo, the catering contractor
- Review of the curriculum delivery team
- Increase in class size in Sixth Form leading to better economies of scale
- A full programme of Internal Audit.

#### **The purpose of the system of internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of Academy Trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Holmes Chapel Comprehensive School & Sixth Form College for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and accounts.

#### **Capacity to handle risk**

The board of Governors has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy Trust's significant risks that have been in place for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of Governors.

#### **The risk and control framework**

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

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

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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During 2021/2022, the Internal Audit programme has been delivered by an independent company, Hallidays Chartered Accountants, the internal audit providers.

All internal reports were reported to the Finance Committee and actions taken where recommendations have been made. There were no significant risks identified within the internal audits carried out by the independent internal auditors during this period. The internal auditor has delivered their schedule of work as planned and no significant control issues have been identified. Recommendations for improvement were made and have been actioned.

A full Financial Procedures Manual, budget plan and reporting schedule have been approved by the Governing Body via the Finance Committee. Together, these set out both the financial plans of the academy and the whole system of financial controls that is expected to be in place. These plans and controls are reviewed in light of any changes identified within the financial handbook for academies, as a result of any internal or external audit findings or as a result of unexpected variation in performance.

The reviewer's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial systems.

On a termly basis, the reviewer reports to the Board of Governors through the finance committee on the operation of the systems of control and on the discharge of the financial responsibilities of the Board of Governors.

#### **Review of effectiveness**

As accounting officer the Executive Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

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

The accounting officer has been advised of the implications of the result of the reviews of the system of internal control by the finance committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the Board of Governors on 22 December 2022 and signed on its behalf by:



N. Bielby (Headteacher)



T. Goodwin (Chair of Governors and Parent Governor)

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

***FOR THE YEAR ENDED 31 AUGUST 2022***

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As accounting officer of Holmes Chapel Comprehensive School & Sixth Form College, I have considered my responsibility to notify the Academy Trust Board of Governors and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy Trust, under the funding agreement in place between the Academy Trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academy Trust Handbook 2021.

I confirm that I and the Academy Trust's Board of Governors are able to identify any material irregular or improper use of funds by the Academy Trust, or material non-compliance with the terms and conditions of funding under the Academy Trust's funding agreement and the Academy Trust Handbook 2021.

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



N. Bielby (Headteacher)  
**Accounting Officer**

22 December 2022

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## STATEMENT OF GOVERNORS' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 AUGUST 2022**

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The Governors (who act as trustees for Holmes Chapel Comprehensive School & Sixth Form College and are also the directors of Holmes Chapel Comprehensive School & Sixth Form College for the purposes of company law) are responsible for preparing the Governors' report and the accounts in accordance with the Academies Accounts Direction 2021 to 2022 published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these accounts, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2021 to 2022;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the Board of Governors on 22 December 2022 and signed on its behalf by:



T. Goodwin (Chair of Governors and Parent Governor)

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Opinion**

We have audited the accounts of Holmes Chapel Comprehensive School & Sixth Form College for the year ended 31 August 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the accounts, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2019 and the Academies Accounts Direction 2021 to 2022 issued by the Education and Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2019 and the Academies Accounts Direction 2021 to 2022.

### **Basis for opinion**

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

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Governors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Academy Trust's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Governors with respect to going concern are described in the relevant sections of this report.

### **Other information**

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

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

We have nothing to report in this regard.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Governors' report including the incorporated strategic report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Governors' report including the incorporated strategic report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the Academy Trust and its environment obtained in the course of the audit, we have not identified material misstatements in the Governors' report, including the incorporated strategic report.

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

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

### **Responsibilities of Governors**

As explained more fully in the statement of Governors' responsibilities, the Governors are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Governors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Governors are responsible for assessing the Academy Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Governors either intend to liquidate the charitable company, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the accounts**

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Based on our understanding of the academy and sector, we identified that the principal risks of non-compliance with laws and regulations related to, but were not limited to, the Companies Act 2006, the Charities Act 2011, employment, pension and health and safety legislation and regulation through the Secretary of State for Education as principal regulator, acting through the Education and Skills Funding Agency and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities' Statement of Recommended Practice and the Academies Financial Handbook.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to management bias in accounting estimates and judgements and fraudulent revenue recognition.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2022**

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Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management about actual and potential litigation and claims, their policies and procedures to prevent and detect fraud as well as whether they have knowledge of any actual, suspected or alleged fraud;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance and reviewing regulatory correspondence with the Secretary of State for Education;
- obtaining an understanding of provisions; and
- in addressing the risk of fraud through management override of controls: testing the appropriateness of journal entries; assessing whether the accounting estimates, judgements and decisions made by management are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any. Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### **Use of our report**

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



**Peter Atkinson F.C.A. (Senior Statutory Auditor)**  
for and on behalf of Jackson Stephen LLP

23 December 2022

**Chartered Accountants**  
**Statutory Auditor**

James House  
Stonecross Business Park  
Yew Tree Way  
Warrington  
Cheshire  
WA3 3JD

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE AND THE EDUCATION AND SKILLS FUNDING AGENCY

**FOR THE YEAR ENDED 31 AUGUST 2022**

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In accordance with the terms of our engagement letter and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2021 to 2022, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Holmes Chapel Comprehensive School & Sixth Form College during the period 1 September 2021 to 31 August 2022 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

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

### **Respective responsibilities of Holmes Chapel Comprehensive School & Sixth Form College's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Holmes Chapel Comprehensive School & Sixth Form College's funding agreement with the Secretary of State for Education and the Academies Financial Handbook, extant from 1 September 2021, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance, and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2021 to 2022. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2021 to 31 August 2022 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 Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw our conclusion included:

- A review of the systems in place that govern income, purchases and payroll as outlined in the Financial Procedures Manual
- Substantive testing of income and expenditure of the academy
- Analytical review
- Obtain evidence relevant to the regularity and propriety of the academy's income and expenditure.



# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Conclusion**

In the course of our work nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2021 to 31 August 2022 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Jackson Stepler LLP*

### **Reporting Accountant**

Jackson Stephen LLP

Dated: 23 December 2022

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted funds £	Restricted funds: General £	Fixed asset £	Total 2022 £	Total 2021 £
<b>Income and endowments from:</b>						
Donations and capital grants	3	62,275	-	766,995	829,270	28,116
Charitable activities:						
- Funding for educational operations	4	-	7,576,929	-	7,576,929	7,352,673
- Teaching schools	4	319,017	-	-	319,017	316,933
Other trading activities	5	223,716	-	-	223,716	196,498
Investments	6	106	-	-	106	2,210
<b>Total</b>		<u>605,114</u>	<u>7,576,929</u>	<u>766,995</u>	<u>8,949,038</u>	<u>7,896,430</u>
<b>Expenditure on:</b>						
Raising funds	7	84,203	3,369	-	87,572	83,450
Charitable activities:						
- Educational operations	8	-	8,282,439	478,176	8,760,615	8,093,395
- Teaching schools	8	321,941	-	-	321,941	285,416
<b>Total</b>	7	<u>406,144</u>	<u>8,285,808</u>	<u>478,176</u>	<u>9,170,128</u>	<u>8,462,261</u>
<b>Net income/(expenditure)</b>		198,970	(708,879)	288,819	(221,090)	(565,831)
Transfers between funds	16	(26,671)	-	26,671	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial gains/(losses) on defined benefit pension schemes	18	-	4,533,000	-	4,533,000	(1,186,000)
<b>Net movement in funds</b>		172,299	3,824,121	315,490	4,311,910	(1,751,831)
<b>Reconciliation of funds</b>						
Total funds brought forward		303,544	(4,273,446)	18,937,406	14,967,504	16,719,335
Total funds carried forward		<u>475,843</u>	<u>(449,325)</u>	<u>19,252,896</u>	<u>19,279,414</u>	<u>14,967,504</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

Comparative year information Year ended 31 August 2021	Notes	Unrestricted	Restricted funds:		Total
		funds	General	Fixed asset	2021
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and capital grants	3	1,000	-	27,116	28,116
Charitable activities:					
- Funding for educational operations	4	-	7,352,673	-	7,352,673
- Teaching schools	4	316,933	-	-	316,933
Other trading activities	5	196,498	-	-	196,498
Investments	6	2,210	-	-	2,210
<b>Total</b>		<u>516,641</u>	<u>7,352,673</u>	<u>27,116</u>	<u>7,896,430</u>
<b>Expenditure on:</b>					
Raising funds	7	83,450	-	-	83,450
Charitable activities:					
- Educational operations	8	-	7,621,054	472,341	8,093,395
- Teaching schools	8	285,416	-	-	285,416
<b>Total</b>	7	<u>368,866</u>	<u>7,621,054</u>	<u>472,341</u>	<u>8,462,261</u>
<b>Net income/(expenditure)</b>		147,775	(268,381)	(445,225)	(565,831)
Transfers between funds	16	(848,944)	-	848,944	-
<b>Other recognised gains/(losses)</b>					
Actuarial losses on defined benefit pension schemes	18	-	(1,186,000)	-	(1,186,000)
<b>Net movement in funds</b>		<u>(701,169)</u>	<u>(1,454,381)</u>	<u>403,719</u>	<u>(1,751,831)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>1,004,713</u>	<u>(2,819,065)</u>	<u>18,533,687</u>	<u>16,719,335</u>
Total funds carried forward		<u>303,544</u>	<u>(4,273,446)</u>	<u>18,937,406</u>	<u>14,967,504</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## BALANCE SHEET

AS AT 31 AUGUST 2022

		2022		2021	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		19,258,472		19,016,513
<b>Current assets</b>					
Debtors	13	214,468		264,863	
Cash at bank and in hand		969,818		801,737	
		<u>1,184,286</u>		<u>1,066,600</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	14	(552,344)		(642,609)	
<b>Net current assets</b>			<u>631,942</u>		<u>423,991</u>
<b>Net assets excluding pension liability</b>			<u>19,890,414</u>		<u>19,440,504</u>
Defined benefit pension scheme liability	18		(611,000)		(4,473,000)
<b>Total net assets</b>			<u><u>19,279,414</u></u>		<u><u>14,967,504</u></u>
<b>Funds of the Academy Trust:</b>					
<b>Restricted funds</b>	16				
- Fixed asset funds			19,252,896		18,937,406
- Restricted income funds			161,675		199,554
- Pension reserve			(611,000)		(4,473,000)
<b>Total restricted funds</b>			<u>18,803,571</u>		<u>14,663,960</u>
<b>Unrestricted income funds</b>	16		<u>475,843</u>		<u>303,544</u>
<b>Total funds</b>			<u><u>19,279,414</u></u>		<u><u>14,967,504</u></u>

The accounts on pages 24 to 44 were approved by the Governors and authorised for issue on 22 December 2022 and are signed on their behalf by:



T. Goodwin (Chair of Governors and Parent Governor)

Company registration number 07711928

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2022

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	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Net cash provided by operating activities	19		121,115		481,634
<b>Cash flows from investing activities</b>					
Dividends, interest and rents from investments		106		2,210	
Capital grants from DfE Group		26,902		27,116	
Capital funding received from sponsors and others		740,093		-	
Purchase of tangible fixed assets		(720,135)		(868,031)	
<b>Net cash provided by/(used in) investing activities</b>			46,966		(838,705)
<b>Net increase/(decrease) in cash and cash equivalents in the reporting period</b>			168,081		(357,071)
Cash and cash equivalents at beginning of the year			801,737		1,158,808
<b>Cash and cash equivalents at end of the year</b>			969,818		801,737

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# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### 1 Accounting policies

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

##### 1.1 Basis of preparation

The accounts of the Academy Trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2021 to 2022 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

##### 1.2 Going concern

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

##### 1.3 Income

All incoming resources are recognised when the Academy Trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

###### Grants

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

General Annual Grant is recognised in full in the statement of financial activities in the period for which it is receivable, and any abatement in respect of the period is deducted from income and recognised as a liability.

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

###### Donations

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

###### Other income

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

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### 1 Accounting policies

(Continued)

#### 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

##### Expenditure on raising funds

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

##### Charitable activities

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

All resources expended are inclusive of irrecoverable VAT.

#### 1.5 Tangible fixed assets and depreciation

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful economic life. The related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the statement of financial activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the Academy Trust's depreciation policy.

Depreciation is provided on all tangible fixed assets other than freehold land, at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life, as follows:

Freehold buildings	2% - 8% per annum straight line basis
Fixtures, fittings and equipment	10-25% per annum straight line basis
Motor vehicles	33% per annum straight line basis

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

#### 1.6 Liabilities

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

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### 1 Accounting policies

(Continued)

#### 1.7 Leased assets

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

#### 1.8 Financial instruments

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

##### Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

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

##### Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

#### 1.9 Taxation

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

#### 1.10 Pensions benefits

Retirement benefits to employees of the Academy Trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes and the assets are held separately from those of the Academy Trust.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy Trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a projected unit method. The TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.



# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### 1 Accounting policies

(Continued)

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Academy Trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the statement of financial activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

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

#### 1.11 Fund accounting

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the Academy Trust at the discretion of the Governors.

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

Restricted general funds comprise all other restricted funds received and include grants from the Education and Skills Funding Agency.

### 2 Critical accounting estimates and areas of judgement

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

#### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 18, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2022. 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.

Depreciation charge is calculated based on estimates and assumptions on asset useful economic lives and expected residual value.

#### Critical areas of judgement

The governors consider there are no other areas considered critical to the academy's financial statements.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Capital grants	-	766,995	766,995	27,116
Other donations	62,275	-	62,275	1,000
	<u>62,275</u>	<u>766,995</u>	<u>829,270</u>	<u>28,116</u>

### 4 Funding for the Academy Trust's charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>DfE/ESFA grants</b>				
General annual grant (GAG)	-	6,806,165	6,806,165	6,430,317
Other DfE/ESFA grants:				
- Pupil premium	-	135,285	135,285	136,338
- Others	-	215,620	215,620	429,673
	<u>-</u>	<u>7,157,070</u>	<u>7,157,070</u>	<u>6,996,328</u>
<b>Other government grants</b>				
Local authority grants	-	327,518	327,518	269,385
Other grants	-	92,341	92,341	-
	<u>-</u>	<u>419,859</u>	<u>419,859</u>	<u>269,385</u>
<b>COVID-19 additional funding</b>				
<b>DfE/ESFA</b>				
Other DfE/ESFA COVID-19 funding	-	-	-	86,960
Teaching schools income	319,017	-	319,017	316,933
<b>Total funding</b>	<u>319,017</u>	<u>7,576,929</u>	<u>7,895,946</u>	<u>7,669,606</u>

### 5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Hire of facilities	102,282	-	102,282	82,629
Provision of training and courses	43,072	-	43,072	23,626
Other income	78,362	-	78,362	90,243
	<u>223,716</u>	<u>-</u>	<u>223,716</u>	<u>196,498</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 6 Investment income

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Other investment income	106	-	106	2,210

### 7 Expenditure

	Staff costs £	Non-pay expenditure		Total 2022 £	Total 2021 £
		Premises £	Other £		
Expenditure on raising funds					
- Direct costs	-	-	87,572	87,572	83,450
Academy's educational operations					
- Direct costs	5,579,086	-	258,804	5,837,890	5,556,434
- Allocated support costs	1,493,523	959,390	469,812	2,922,725	2,536,961
Teaching schools					
- Direct costs	133,967	-	187,974	321,941	285,416
	<u>7,206,576</u>	<u>959,390</u>	<u>1,004,162</u>	<u>9,170,128</u>	<u>8,462,261</u>

#### Net income/(expenditure) for the year includes:

	2022 £	2021 £
Fees payable to auditor for:		
- Audit	11,545	11,320
- Other services	1,475	1,405
Operating lease rentals	58,954	54,090
Depreciation of tangible fixed assets	478,176	472,341
Net interest on defined benefit pension liability	79,000	51,000

### 8 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Direct costs</b>				
Educational operations	-	5,837,890	5,837,890	5,556,434
Teaching schools	321,941	-	321,941	285,416
<b>Support costs</b>				
Educational operations	-	2,922,725	2,922,725	2,536,961
	<u>321,941</u>	<u>8,760,615</u>	<u>9,082,556</u>	<u>8,378,811</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 8 Charitable activities (Continued)

	Teaching schools £	Educational operations £	Total 2022 £	Total 2021 £
<b>Analysis of support costs</b>				
Support staff costs	-	1,493,523	1,493,523	1,239,588
Depreciation	-	478,176	478,176	472,341
Technology costs	-	139,283	139,283	83,828
Premises costs	-	481,214	481,214	457,217
Other support costs	-	312,893	312,893	265,239
Governance costs	-	17,636	17,636	18,748
	-	2,922,725	2,922,725	2,536,961

### 9 Staff

#### Staff costs

Staff costs during the year were:

	2022 £	2021 £
Wages and salaries	4,944,654	4,808,661
Social security costs	476,155	445,761
Pension costs	1,676,600	1,431,230
Staff costs - employees	7,097,409	6,685,652
Agency staff costs	109,167	84,770
Total staff expenditure	7,206,576	6,770,422

#### Staff numbers

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

	2022 Number	2021 Number
Teachers	80	80
Administration and support	101	93
Management	10	9
	191	182

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 9 Staff

(Continued)

#### Higher paid staff

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

	2022 Number	2021 Number
£60,001 - £70,000	-	1
£70,001 - £80,000	1	1
£90,001 - £100,000	1	1
	<u>          </u>	<u>          </u>

#### Key management personnel

The key management personnel of the Academy Trust comprise the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and national insurance costs) received by key management personnel for their services to the Academy Trust was £294,908 (2021: £311,289).

### 10 Governors' remuneration and expenses

One or more of the Governors has been paid remuneration or has received other benefits from an employment with the Academy Trust. The Executive Headteacher and other staff Governors only receive remuneration in respect of services they provide undertaking the roles of Executive Headteacher and staff members under their contracts of employment, and not in respect of their services as Governors.

The value of Governors' remuneration and other benefits was as follows:

#### C Morgan

Remuneration: £20,001 - £25,000 (2021: £20,001 - £25,000)

Pension: £0 - £5,000 (2021: £0 - £5,000)

#### P Redford

Remuneration: £55,001 - £60,000 (2021: £55,001 - £60,000)

Pension: £10,001 - £15,000 (2021: £10,001 - £15,000)

#### L Blackburn

Remuneration: £40,001 - £45,000 (2021: £35,001 - £40,000)

Pension: £5,001 - £10,000 (2021: £5,001 - £10,000)

#### N Bielby

Remuneration: £90,001 - £95,000 (2021: £90,001 - £95,000)

Pension: £20,001 - £25,000 (2021: £20,001 - £25,000)

#### A Middleton

Remuneration: £40,001 - £45,000 (2021: £40,001 - £45,000)

Pension: £10,001 - £15,000 (2021: £10,001 - £15,000)

During the period ended 31 August 2022, travel and subsistence expenses totalling £3,117 were reimbursed or paid directly to 4 governors (2021: £3,082 to 4 governors).

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 11 Governors' and officers' insurance

In accordance with normal commercial practice, the Academy Trust has purchased insurance to protect Governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy Trust business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2022 was deducted from the funding from the ESFA.

The cost of this insurance was £24,491 for the year.

#### 12 Tangible fixed assets

	Freehold buildings	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£	£
<b>Cost</b>				
At 1 September 2021	21,351,443	2,326,389	65,490	23,743,322
Additions	720,135	-	-	720,135
At 31 August 2022	22,071,578	2,326,389	65,490	24,463,457
<b>Depreciation</b>				
At 1 September 2021	2,688,479	1,972,840	65,490	4,726,809
Charge for the year	364,152	114,024	-	478,176
At 31 August 2022	3,052,631	2,086,864	65,490	5,204,985
<b>Net book value</b>				
At 31 August 2022	19,018,947	239,525	-	19,258,472
At 31 August 2021	18,662,964	353,549	-	19,016,513

Included within freehold land and buildings in an amount of £5,400,000 attributable to land which is not depreciated.

#### 13 Debtors

	2022 £	2021 £
Trade debtors	18,861	39,308
Other debtors	78,578	112,435
Prepayments and accrued income	117,029	113,120
	214,468	264,863

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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

	<b>2022</b>	<b>2021</b>
	£	£
Trade creditors	123,396	287,120
Other taxation and social security	119,204	109,784
Other creditors	195,558	208,541
Accruals and deferred income	114,186	37,164
	<u>552,344</u>	<u>642,609</u>

**15 Deferred income**

	<b>2022</b>	<b>2021</b>
	£	£
Deferred income is included within:		
Creditors due within one year	10,574	-
	<u>10,574</u>	<u>-</u>
Deferred income at 1 September 2021	-	544
Released from previous years	-	(544)
Resources deferred in the year	10,574	-
	<u>10,574</u>	<u>-</u>
<b>Deferred income at 31 August 2022</b>	<u>10,574</u>	<u>-</u>

Deferred income was in respect of the ESFA National Tutoring Programme amounting to £10,274 and in respect of transition payments to support young children amounting to £300.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 16 Funds

	Balance at 1 September 2021 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2022 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	199,554	6,806,165	(6,919,925)	-	85,794
Pupil premium	-	135,285	(135,285)	-	-
Other DfE/ESFA grants	-	215,620	(139,739)	-	75,881
Other government grants	-	419,859	(419,859)	-	-
Pension reserve	(4,473,000)	-	(671,000)	4,533,000	(611,000)
	<u>(4,273,446)</u>	<u>7,576,929</u>	<u>(8,285,808)</u>	<u>4,533,000</u>	<u>(449,325)</u>
<b>Restricted fixed asset funds</b>					
DfE group capital grants	16,499,593	766,995	(478,176)	-	16,788,412
Capital expenditure from GAG	647,255	-	-	-	647,255
Unrestricted funds	1,790,558	-	-	26,671	1,817,229
	<u>18,937,406</u>	<u>766,995</u>	<u>(478,176)</u>	<u>26,671</u>	<u>19,252,896</u>
<b>Total restricted funds</b>	<u>14,663,960</u>	<u>8,343,924</u>	<u>(8,763,984)</u>	<u>4,559,671</u>	<u>18,803,571</u>
<b>Unrestricted funds</b>					
General funds	181,441	286,097	(84,203)	(26,671)	356,664
Teaching schools	122,103	319,017	(321,941)	-	119,179
	<u>303,544</u>	<u>605,114</u>	<u>(406,144)</u>	<u>(26,671)</u>	<u>475,843</u>
<b>Total funds</b>	<u>14,967,504</u>	<u>8,949,038</u>	<u>(9,170,128)</u>	<u>4,533,000</u>	<u>19,279,414</u>

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

The General Annual Grant (GAG) must be used for the normal running costs of the Academy.

Other DfE/EFA grants include Pupil Premium and Post 16 Bursary, all relating to funding to assist pupils within the Academy.

Other government grants relate to SEN funding for particular pupils and Devolved Formula Capital for the maintenance of the Academy.



# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 16 Funds

(Continued)

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

	Balance at 1 September 2020 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2021 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	11,022	6,430,317	(6,241,785)	-	199,554
Pupil premium	-	136,338	(136,338)	-	-
Other DfE/ESFA grants	15,913	429,673	(445,586)	-	-
Other government grants	-	356,345	(356,345)	-	-
Pension reserve	(2,846,000)	-	(441,000)	(1,186,000)	(4,473,000)
	<u>(2,819,065)</u>	<u>7,352,673</u>	<u>(7,621,054)</u>	<u>(1,186,000)</u>	<u>(4,273,446)</u>
<b>Restricted fixed asset funds</b>					
DfE group capital grants	16,944,818	27,116	(472,341)	-	16,499,593
Capital expenditure from GAG	647,255	-	-	-	647,255
Unrestricted funds	941,614	-	-	848,944	1,790,558
	<u>18,533,687</u>	<u>27,116</u>	<u>(472,341)</u>	<u>848,944</u>	<u>18,937,406</u>
<b>Total restricted funds</b>	<u>15,714,622</u>	<u>7,379,789</u>	<u>(8,093,395)</u>	<u>(337,056)</u>	<u>14,663,960</u>
<b>Unrestricted funds</b>					
General funds	808,459	199,708	(83,450)	(743,276)	181,441
Designated fund	105,668	-	-	(105,668)	-
Teaching schools	90,586	316,933	(285,416)	-	122,103
	<u>1,004,713</u>	<u>516,641</u>	<u>(368,866)</u>	<u>(848,944)</u>	<u>303,544</u>
<b>Total funds</b>	<u>16,719,335</u>	<u>7,896,430</u>	<u>(8,462,261)</u>	<u>(1,186,000)</u>	<u>14,967,504</u>

### 17 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2022 are represented by:</b>				
Tangible fixed assets	-	-	19,258,472	19,258,472
Current assets	891,441	232,498	60,347	1,184,286
Current liabilities	(415,598)	(70,823)	(65,923)	(552,344)
Pension scheme liability	-	(611,000)	-	(611,000)
<b>Total net assets</b>	<u>475,843</u>	<u>(449,325)</u>	<u>19,252,896</u>	<u>19,279,414</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 17 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2021 are represented by:</b>				
Tangible fixed assets	-	-	19,016,513	19,016,513
Current assets	867,046	199,554	-	1,066,600
Current liabilities	(563,502)	-	(79,107)	(642,609)
Pension scheme liability	-	(4,473,000)	-	(4,473,000)
<b>Total net assets</b>	<b>303,544</b>	<b>(4,273,446)</b>	<b>18,937,406</b>	<b>14,967,504</b>

### 18 Pension and similar obligations

The Academy Trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Cheshire West and Chester Council. Both are defined-benefit schemes. The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2019.

Contributions amounting to £122,461 (2021: £120,830) were payable to the schemes at 31 August 2022 and are included within creditors.

#### Teachers' Pension Scheme

##### Introduction

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

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary. These contributions are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

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

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019.

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 18 Pension and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2024.

The pension costs paid to the TPS in the period amounted to £792,341 (2021: £761,609).

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

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

#### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 21% for employers and 6% for employees. The estimated value of employer contributions for the forthcoming year is £283,000.

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

<b>Total contributions made</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Employer's contributions	283,000	277,000
Employees' contributions	87,000	86,000
	<hr/>	<hr/>
Total contributions	370,000	363,000
	<hr/>	<hr/>

  

<b>Principal actuarial assumptions</b>	<b>2022</b>	<b>2021</b>
	<b>%</b>	<b>%</b>
Rate of increase in salaries	3.8	3.6
Rate of increase for pensions in payment/inflation	3.1	2.9
Discount rate for scheme liabilities	4.3	1.7
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# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 18 Pension and similar obligations

(Continued)

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

	<b>2022</b>	<b>2021</b>
	<b>Years</b>	<b>Years</b>
Retiring today		
- Males	21.2	21.4
- Females	23.8	24.0
Retiring in 20 years		
- Males	22.1	22.4
- Females	25.5	25.7

Scheme liabilities would have been affected by changes in assumptions as follows:

	<b>2022</b>	<b>2021</b>
	<b>£'000</b>	<b>£'000</b>
Discount rate - 0.1%	143	247
Mortality assumption + 1 year	218	374
CPI rate + 0.1%	133	223

#### The Academy Trust's share of the assets in the scheme

	<b>2022</b>	<b>2021</b>
	<b>Fair value</b>	<b>Fair value</b>
	<b>£</b>	<b>£</b>
Equities	2,369,640	2,244,800
Bonds	1,547,520	2,049,600
Property	628,680	488,000
Other assets	290,160	97,600
Total market value of assets	4,836,000	4,880,000

The actual return on scheme assets was £(383,000) (2021: £546,000).

#### Amount recognised in the statement of financial activities

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Current service cost	875,000	667,000
Interest income	(83,000)	(71,000)
Interest cost	162,000	122,000
Total operating charge	954,000	718,000

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

18 Pension and similar obligations		(Continued)	
Changes in the present value of defined benefit obligations		2022	2021
		£	£
At 1 September 2021		9,353,000	6,843,000
Current service cost		875,000	667,000
Interest cost		162,000	122,000
Employee contributions		87,000	86,000
Actuarial (gain)/loss		(4,999,000)	1,661,000
Benefits paid		(31,000)	(26,000)
At 31 August 2022		<u>5,447,000</u>	<u>9,353,000</u>
Changes in the fair value of the Academy Trust's share of scheme assets		2022	2021
		£	£
At 1 September 2021		4,880,000	3,997,000
Interest income		83,000	71,000
Actuarial (loss)/gain		(466,000)	475,000
Employer contributions		283,000	277,000
Employee contributions		87,000	86,000
Benefits paid		(31,000)	(26,000)
At 31 August 2022		<u>4,836,000</u>	<u>4,880,000</u>
19 Reconciliation of net expenditure to net cash flow from operating activities		2022	2021
		£	£
Notes			
Net expenditure for the reporting period (as per the statement of financial activities)		(221,090)	(565,831)
Adjusted for:			
Capital grants from DfE and other capital income		(766,995)	(27,116)
Investment income receivable	6	(106)	(2,210)
Defined benefit pension costs less contributions payable	18	592,000	390,000
Defined benefit pension scheme finance cost	18	79,000	51,000
Depreciation of tangible fixed assets		478,176	472,341
Decrease/(increase) in debtors		50,395	(10,256)
(Decrease)/increase in creditors		(90,265)	173,706
<b>Net cash provided by operating activities</b>		<u>121,115</u>	<u>481,634</u>

# HOLMES CHAPEL COMPREHENSIVE SCHOOL & SIXTH FORM COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### 20 Analysis of changes in net funds

	1 September 2021 £	Cash flows £	31 August 2022 £
Cash	801,737	168,081	969,818

### 21 Long-term commitments

#### Operating leases

At 31 August 2022 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	2022 £	2021 £
Amounts due within one year	61,532	61,532
Amounts due in two and five years	57,891	119,423
	<u>119,423</u>	<u>180,955</u>

### 22 Members' liability

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