

Company Registration No. 09918358 (England and Wales)

**GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**  
**(A COMPANY LIMITED BY GUARANTEE)**

**GOVERNORS' REPORT AND AUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2019**

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

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# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Governors

Mr Ikenna Nze\*  
Mrs Carol Kellas (appointed 01/09/2018)  
Father Cornelius Boyle  
Mrs Ann Dempsey  
Mrs Andrena Da Silva\* (resigned 09/05/2019)  
Mr Neil Ferrigan  
Mr Godwin Asonye\*  
Mrs Emma Downing – Associate Governor (appointed 01/09/2018)  
Miss Rebecca Hart\* (appointed 15/10/2018 & resigned 31/08/2019)  
Mrs Elaine Peters\* – Associate Governor (appointed 01/09/2018)  
Mr Oluwatobi Oke  
Mrs Oluwadamilola Akinwumi  
Miss Fungisai Parerenyatwa\*  
Mr Olajide Bako\*  
Mrs Jane Day\* (appointed 01/09/2018)

\* Members of the Finance, Audit and Risk Committee

### Members

Archbishop of Southwark  
Vicar General of Southwark  
Diocesan Financial Secretary of Southwark

### Senior management team

|                             |                                     |
|-----------------------------|-------------------------------------|
| - Headteacher               | Mrs Jane Day (from 01/09/2018)      |
| - Acting Deputy Headteacher | Mrs Emma Downing (from 01/09/2018)  |
| - Inclusion Manager         | Mrs Emma Downing                    |
| - School Business Manager   | Mrs Elaine Peters (from 01/09/2018) |

### Company registration number

09918358 (England and Wales)

### Registered office

Dunley Drive  
New Addington  
Croydon  
CR0 0RG  
United Kingdom

### Independent auditor

Baxter & Co  
Lynwood House  
Crofton Road  
Orpington  
Kent  
BR6 8QE

### Bankers

Lloyds Bank  
George Street  
Croydon  
CR0 2NS

### Solicitors

Winckworth Sherwood  
Minerva House  
5 Montague Close  
London  
SE1 9BB

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNOR'S REPORT

### FOR THE YEAR ENDED 31 AUGUST 2019

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

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006, the Statement of Recommended Practice 2015, "Accounting and Reporting by Charities", and the Academies' Accounts Direction 2018/19 issued by the ESFA.

The principal activity of the company is the operation of a state-funded Academy; Good Shepherd Catholic Primary & Nursery School, providing a state education for students aged 3 to 11. It has a pupil capacity of 248 (30 per infant class, 32 per junior class and 30 in the Nursery class) and had a roll of 242 in the school census in May 2019.

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

##### Constitution

The academy trust was incorporated as a company on 16 December 2015 and the predecessor school converted to academy status on 01 February 2016. 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 of Good Shepherd Catholic Primary & Nursery School are also the directors of the charitable company for the purposes of company law and they are trustees of the charitable company.

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

##### Members' liability

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

##### Governors' indemnities

No indemnities have been given to any third parties on behalf of any governors.

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

In accordance with the articles, the governors of the charitable company are the trustees and directors of the charitable company. They are appointed as follows:

- a) 8 Foundation Directors appointed by the Archbishop of the Diocese;
- b) 2 Staff Governors appointed by the Directors;
- c) The Principal being an ex officio Governor;
- d) 1 Local Governor appointed by the Governing Body;
- e) A minimum of 2 Parent Governors appointed by the Directors;
- f) Co-opted Directors appointed by the Directors.

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

The training and induction provided for new governors will depend on their existing experience. Where necessary, induction will provide training in charity, educational, legal and financial matters. All governors are provided with the information needed (including policies, minutes, budgets, etc.) to undertake their role as governors.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNOR'S REPORT

**FOR THE YEAR ENDED 31 AUGUST 2019**

### Organisational structure

The board of governors, the majority of whom are non-executive, comprises those persons appointed under the Articles of Association. The board meets at least three times a year and has five committees which deal with policies, developments and assessment of different areas of the running of the Academy. The committees are as follows:

- Resources Committee\* – incorporating premises and HR
- Achievement & Standards Committee\*
- Finance, Audit and Risk Committee\*
- Pay & Performance Committee
- Admissions Committee

All of the committees\* are formally constituted with terms of reference and comprise appropriately qualified and experienced members. Governors delegate specific responsibilities to its committees, the activities of which are reported to and discussed at full Governing Body Meetings. The committees meet each term. All policies and budget decisions are agreed by the Governing Body.

The Headteacher is the Accounting Officer and is a member of the Resources, Achievement & Standards, Finance Committee, and reports to the Pay & Performance Committees. The Business Manager is the Principal Finance Officer.

The day to day management of the Academy is undertaken by the Headteacher, supported by the Leadership Team.

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

The senior management team (SMT) are the key management personnel of the trust. Trustees are also senior management although they receive no pay or other remuneration in respect of their role as trustees. Where staff trustees are in place, they receive remuneration for their role as staff and their pay is determined in the same way as applicable to all other staff. Further details of remuneration paid to staff who are trustees is set out within the notes to the accounts.

The pay of the Headteacher is set annually by the Headteacher Performance Management Committee, having regards to performance against objectives set the previous year as indicated through performance management. Pay of other SMT members is recommended to and approved by the Pay Committee again having regard to performance against previously agreed objectives and any recommendations made by the Headteacher.

### **Trade Union Facility Time**

#### **Relevant union officials**

| Number of employees who were relevant union officials during the relevant period | Full-time equivalent employee number |
|--|--------------------------------------|
| 0  | 0                                    |

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

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

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

|   |    |
|---|----|
| Total Cost of facility time                             | £0 |
| Total Pay bill  | £0 |
| Percentage of the total pay bill spent on facility time | 0% |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNOR'S REPORT

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### Paid trade union activities

|  |    |
|--|----|
| Time spent on paid trade union activities as a percentage of total paid facility time hours. | 0% |
|--|----|

### Related Parties and other Connected Charities and Organisations

The school is a standalone converter academy but is part of the Croydon Catholic Umbrella Trust (consisting of a number of Catholic Primary schools in the Croydon borough).

The aims and objectives of the Umbrella Trust are:

#### **The Umbrella Trust has the following aims:**

- To enable all Catholic schools within the Umbrella Trust to provide high quality education for all their pupils and achieve the best possible standards.
- To maintain, promote and develop the Catholic ethos in our schools.
- To support all the Croydon Catholic Primary Schools in their individual visions and to enable all pupils to achieve their full potential within a Catholic community.
- To identify areas of strength in our schools.
- To identify areas of potential difficulty in any of the schools and action appropriate intervention by offering effective and on-going support to any school within the Trust facing challenging circumstances within the capacity of the group.
- To broker support from external providers as appropriate.
- To share expertise and best practice.
- To secure cost effective resources and identify savings through economy of scale purchasing and negotiating services and agreements.

### **Objectives and activities**

#### Objectives and aims

The objectives of the company are the advancement of the Catholic religion in the Diocese and to promote for the benefits of the inhabitants of the local area, the provision of facilities for recreation. It achieves these objectives by operating the Good Shepherd Catholic Primary & Nursery School, providing a state-funded primary education free of charge to its pupils and by making its facilities available to the local community.

#### Objectives, strategies and activities

The main objectives during the last year were to:

- Further support the spiritual development of all pupils based on Christian values
- Nurture all pupils to achieve their full potential and make a difference to the world they live in
- Build resilience and determination and encourage high aspirations for all.
- Provide all pupils with a broad and balanced curriculum to prepare them for the present and future
- Further raise the standards for all pupils and increase attainment at the end of each key stage with the funds available

#### Strategies to Achieve Objectives

- Develop a lifelong love for learning through developing a wide range of enriched experiences
- To deploy staff and other resources to efficiently improve teaching and learning
- To use effective assessment measures to track progress and attainment against the set of objectives and the national norm. To evaluate the impact of strategies and resources used.
- To efficiently use financial resources to achieve the objectives.
- To monitor school finance to ensure efficient use of funds to meet objectives
- To set a budget within the funds available and consideration of future objectives

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **GOVERNOR'S REPORT**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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### Public benefit

In setting the objectives and planning the associated activities, governors have given careful consideration to the Charity Commission's general guidance on public benefit. The key public benefit delivered by Good Shepherd Catholic Primary & Nursery School is the maintenance and development of a high quality education. This education is primarily for the young people of the Good Shepherd Parish and surrounding parishes and for those who then meet the admissions criteria.

The School provides a broad and balanced curriculum which helps prepare pupils for modern day life. Additional afterschool, enrichment activities and educational trips are available to enrich pupils' learning.

### **Strategic report**

#### Achievements, performance and key performance Indicators

At Good Shepherd all pupils are closely tracked from Nursery to Year 6 to ensure high levels of progress and attainment. Published and internal data informs whole school development plans to ensure strong outcomes.

**EYFS** – 73% of the cohort achieved GLD at the end of Reception which was in line with National and Local levels

#### **Key Stage 1**

**Year 1** – 93% of pupils passed the phonics screening test. This is above national and local attainment.

**Year 2** – 97% of the pupils resitting the Phonics test passed at the end of Year 2 and this was above national and local figures

**Year 2** – Attainment for pupils achieving the expected standard was above national and local averages  
Reading: 87% Writing: 83% Maths: 80%

Pupils achieving high levels of attainment and exceeding the expected standard was above or in line with national and local data.

#### **Exceeding expected standards:**

Reading: 20% Writing: 10% Maths 13%

#### **Key Stage 2**

Attainment was above national and in some cases local authority averages:  
Reading: 87% Writing 70% Maths: 87% GPS: 90% Combined (R, W & M): 70%

#### **Exceeding expected standards:**

Attainment was above National and local authority averages:  
Reading: 33% Writing: 17% Maths: 33% GPS: 53% Combined (R, W & M): 17%

Results have improved over a three year period at the end of EYFS and KS1. Progress is also strong at the end of key stage 2.

#### **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 it continues to adopt the going concern basis in preparing the financial statements.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNOR'S REPORT

**FOR THE YEAR ENDED 31 AUGUST 2019**

### Financial review

We receive our income from a number of different sources. The majority of our income comes from central government via the Education and Skills Funding Agency who provide us with grant, based largely on our student numbers to cover our staffing and other general running costs (General Annual Grant - GAG). The ESFA may provide us with additional grants which are earmarked for specific purposes (such as Pupil Premium which must be used to raise the attainment of disadvantaged pupils). These appear in the accounts as DfE/ESFA grants. Where we receive grant or other funding from the Local Authority (such as where we undertake responsibilities on their behalf in respect of our students) this appears in the accounts as other government grants. Such income is collectively referred to as "Restricted Funds".

Other income is received from parents (for example as contributions to trip or other costs) and from third parties (for example from our bank for interest on our account balances or from others who are charged for their use of our facilities). Such other income may be restricted or unrestricted, depending on whether it comes to us with conditions as to its use or whether it is available for spending at the discretion of the trustees.

We hold funds in two broad categories, funds which are available for spending and other funds which are not available for spending.

Spendable funds are in turn sub-categorised between those which are available for spending at the discretion of trustees ("Unrestricted Funds") and those which are subject to condition or restriction, ("Restricted Funds").

Funds not available for spending include the book value of fixed assets such as land, buildings and equipment. These have a value and are therefore included as assets in the accounts but clearly, we cannot spend this value. In common with all academies and Local Authorities, our share of the Local Government Pension Scheme deficit must also be reflected in our accounts and as this is not a conventional liability, it does not need to be deducted from spendable funds. We meet our obligations in respect of the LGPS by paying over pension contributions due as calculated by the scheme's actuaries.

The following balances held were held at 31 August:

| <b>Fund</b>                               | <b>Category</b>             | <b>2019<br/>£'000</b> | <b>2018<br/>£'000</b> |
|---|-----------------------------|-----------------------|-----------------------|
| Other DfE/ESFA Grants                     | Restricted General Funds    | 7                     | -                     |
| Other Income                              | Restricted General Funds    | 5                     | 3                     |
| <b>Sub-total General Restricted Funds</b> |                             | <b>12</b>             | <b>3</b>              |
| Unspent Capital Grants                    | Restricted Fixed Asset Fund | 151                   | 7                     |
| Other Income                              | Unrestricted General Fund   | 312                   | 280                   |
| <b>Sub-Total Spendable Funds</b>          |                             | <b>475</b>            | <b>290</b>            |
| Net Book Value of Fixed Assets            | Restricted Fixed Asset Fund | 466                   | 474                   |
| Share of LGPS Deficit                     | Restricted Pension Reserve  | (1,100)               | (804)                 |
| <b>Total All Funds</b>                    |                             | <b>(159)</b>          | <b>(40)</b>           |

During the year under review, general restricted funds increased by £9k (2018: decreased by £2k). Unrestricted funds increased by £32k (2018: decreased by £3k) and after LGPS valuation adjustments, depreciation and capital income and expenditure, overall funds decreased by £119k (2018: decreased by £35k).



# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **GOVERNOR'S REPORT**

### ***FOR THE YEAR ENDED 31 AUGUST 2019***

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#### Reserves policy

The principal policy on reserves is that accumulation of unspent GAG balances should not breach any limits thereon set out in the Funding agreement. The level of reserves should never be in deficit.

Each year the Governors review the resource requirements and grant and other income that is forecast for the coming year and an annual budget is formulated and approved.

#### Investment policy and powers

There are no investments held beyond cash deposits retained with the major UK clearing banks. Speculative investments are not permitted.

#### Principal risks and uncertainties

The governors have assessed the major risks to which the Academy is exposed, in particular those relating to academic performance/finances/child welfare/admissions. The governors have implemented a number of systems to assess risks that the Academy faces, and have developed policies and procedures to mitigate those risks. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls and this is explained in more detail in the Governance Statement.

The principal financial risk faced by the company is that ongoing pressure on funding results in a risk that deficits may be experienced. The budgeting and reporting process, including scrutiny by the governors of actual financial performance, mitigates the risk.

As the nature of the financial instruments dealt with by the company is relatively simple (bank balances, debtors and "trade" creditors), governors consider the associated risk in this area to be minimal.

The risk resulting from the company's share of the LGPS deficit is managed by following the advice of the scheme's actuaries, specifically as regards the level of contributions payable, ensuring that annual budgets are drawn up to reflect the actuary's advice.

Most of the company's income is obtained from the DfE (via the Education and Skills Funding Agency) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the period ended 31 August 2019 and the associated expenditure are shown as restricted funds in the statement of financial activities.

The main risks identified include:

- Funding level per pupil
- Level of pupils on roll

These risks are reviewed by the Finance, Audit and Risk Committee and procedures are in place to mitigate these risks.

#### **Our fundraising practices**

The academy organise fundraising events and appeals and co-ordinate the activities of our supporters both in the academy and in the wider community.

The trust does not use professional fundraisers or involve commercial participators.

There have been no complaints about fundraising activity this year.

The trust complies with the Fundraising Regulator's Code of Fundraising Practice.

All fundraising is undertaken by the trust in a manner that seeks to ensure that it is not unreasonably intrusive or persistent. Contact is made through email, academy newsletters, our websites and via students. All fundraising material contains clear instructions on how a person can be removed from mailing lists.

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **GOVERNOR'S REPORT**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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### **Plans for future periods**

- Further support the spiritual development of all pupils based on Christian values
- Provide all pupils with a broad and balanced curriculum to prepare them for the present and future
- Further raise the standards for all pupils and increase attainment at the end of each key stage with the funds available

### **Funds held as custodian trustee on behalf of others**

The academy trust is not acting as custodian trustee for any other external body.

### **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.

The trustees' report, incorporating a strategic report, was approved by order of the Board of Governors, as the company directors, on 12 November 2019 and signed on its behalf by.



C Kellas

**Chair of Governors**

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### Scope of responsibility

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

The Board of Governors has delegated the day-to-day responsibility to the Headteacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Good Shepherd Catholic Primary & Nursery School Trust and the Secretary of State for Education. The Accounting Officer is 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 six times during the year. Attendance during the year at meetings of the Board of Governors was as follows:

| Governors                  | Meetings attended | Out of possible |
|----------------------------|-------------------|-----------------|
| Mrs Oluwadamilola Akinwumi | 5                 | 6               |
| Mr Ikenna Nze              | 6                 | 6               |
| Father Cornelius Boyle     | 6                 | 6               |
| Mr Olajide Bako            | 4                 | 6               |
| Mrs Ann Dempsey            | 4                 | 6               |
| Mr Neil Ferrigan           | 5                 | 6               |
| Miss Fungisai Parerenyatwa | 5                 | 6               |
| Mrs Carol Kellas           | 5                 | 6               |
| Mrs Jane Day               | 6                 | 6               |
| Mrs Emma Downing           | 6                 | 6               |
| Mrs Elaine Peters          | 6                 | 6               |
| Miss Rebecca Hart          | 4                 | 5               |
| Mrs Andrena Da Silva       | 2                 | 3               |
| Mr Godwin Asonye           | 4                 | 6               |
| Mr Oluwatobi Oke           | 5                 | 6               |

The Finance, Audit and Risk Committee is a sub-committee of the main Governing Body. Its purpose is to plan and recommend budget for approval by the Full Governing Body. They obtain regular reports from the, School Business Manager and the Academy's Auditors.

The Finance, Audit and Risk Committee has formally met 3 times during the year. Attendance at meetings in the year was as follows:

| Governors                  | Meetings attended | Out of possible |
|----------------------------|-------------------|-----------------|
| Mr Ikenna Nze              | 3                 | 3               |
| Mr Godwin Asonye           | 2                 | 3               |
| Mrs Andrena Da Silva       | 1                 | 2               |
| Mrs Jane Day               | 3                 | 3               |
| Mrs Elaine Peters          | 3                 | 3               |
| Mr Olajide Bako            | 2                 | 2               |
| Miss Fungisai Parerenyatwa | 2                 | 3               |
| Miss Rebecca Hart          | 1                 | 2               |

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **GOVERNANCE STATEMENT**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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

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

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

The school development plan and school evaluation form informs use of funds to ensure value for money. Over the past year the several projects have been undertaken to support continued high standards within Good Shepherd School. Some of these are:

- Development of the computing provision for the whole school
- Development of the library to encourage a greater level of reading and enjoyment
- Review of the curriculum to ensure it meets the needs of the pupils

### **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 Good Shepherd Catholic Primary & Nursery School for the year ended 31 August 2019 and up to the date of approval of the annual report and financial statements.

### **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 has been in place for the year ended 31 August 2019 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 Resources Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of governors have appointed its external auditors to perform a supplementary programme of work on internal controls. The role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## GOVERNANCE STATEMENT

### FOR THE YEAR ENDED 31 AUGUST 2019

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Baxter & Co have conducted 2 visits during the year, following each of which a report was issued, setting out findings and recommendations. They report to the Governing Body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities.

Checks carried out included:

- Testing of payroll systems
- Testing of purchases system
- Testing of control account/bank reconciliations
- Testing of compliance with some of the key regularity requirements within the ESFA's Academies Financial Handbook

The Governing Body are satisfied that the function has been fully delivered in line with the ESFA's requirements. No material control weaknesses have been notified.

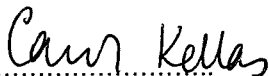
#### Review of effectiveness

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

- the work of the 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 work of the external financial consultant

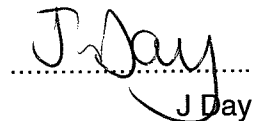
The accounting officer has been advised of the implications of the result of their review of the system of internal control by the Finance, Audit and Risk Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the Board of Governors on 12 November 2019 and signed on its behalf by:



C Kellas

Chair of Governors



Accounting Officer

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

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

***FOR THE YEAR ENDED 31 AUGUST 2019***

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As accounting officer of Good Shepherd Catholic Primary & Nursery School I have considered my responsibility to notify the Academy Trust Board of Governors and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy Trust, under the funding agreement in place between the Academy Trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

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 Academies Financial Handbook 2018.

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



J Day  
**Accounting Officer**

12 November 2019

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **STATEMENT OF GOVERNORS' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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The Governors (who act as Trustees for Good Shepherd Catholic Primary & Nursery School and are also the Directors of Good Shepherd Catholic Primary & Nursery School for the purposes of company law) are responsible for preparing the Governors' Report and the Financial Statements in accordance with the Academies Accounts Direction 2018 to 2019 published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these Financial Statements, the 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 2018 to 2019;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements 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 Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The 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 Financial Statements may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Governors on 12 November 2019 and signed on its behalf by:



C Kellas  
**Chair of Governors**

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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### **Opinion**

We have audited the Financial Statements of Good Shepherd Catholic Primary & Nursery School for the year ended 31 August 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law 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 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the Financial Statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019.

### **Basis for opinion**

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

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

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

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

### **Other information**

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

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

We have nothing to report in this regard.



# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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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 Financial Statements are prepared is consistent with the Financial Statements; and
- the Governors' Report including the incorporated Strategic Report have been prepared in accordance with applicable legal requirements.

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

In the light of 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 Financial Statements 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 Financial Statements 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 Financial Statements that are free from material misstatement, whether due to fraud or error.

In preparing the Financial Statements, 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 Financial Statements**

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

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

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

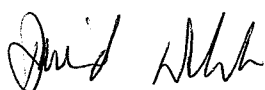
## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **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.



**David John Walsh FCCA (Senior Statutory Auditor)**

**For and on behalf of Baxter & Co**

**Statutory Auditor**

**Chartered Certified Accountants**

Lynwood House

Crofton Road

Orpington

Kent

BR6 8QE

Dated: 6 December 2019

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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In accordance with the terms of our engagement letter dated 25 February 2016 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Good Shepherd Catholic Primary & Nursery School during the period 1 September 2018 to 31 August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Good Shepherd Catholic Primary & Nursery School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Good Shepherd Catholic Primary & Nursery School 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 Good Shepherd Catholic Primary & Nursery School and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Good Shepherd Catholic Primary & Nursery School's Accounting Officer and the Reporting Accountant**

The Accounting Officer is responsible, under the requirements of Good Shepherd Catholic Primary & Nursery School's funding agreement with the Secretary of State for Education dated 29 January 2016 and the Academies Financial Handbook, extant from 1 September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance, and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2018 to 2019. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2018 to 31 August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

### **Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 issued by 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.

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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The work undertaken to draw to our conclusion includes:

- Review of payments to staff;
- Review of payments to suppliers and other third parties;
- Review of grant and other income streams;
- Review of some key financial control procedures;
- Discussions with finance staff;
- Consideration of the record maintained by the Accounting Officer of the oversight they have exercised;
- Consideration of the programme of risk review and checking of financial controls implemented by the Academy Trust in order to comply with its obligations under 2.9.6 of the Academies Financial Handbook 2018, issued by the ESFA.

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



**Baxter & Co**

**Independent Reporting Accountants**

**Chartered Certified Accountants**

Lynwood House

Crofton Road

Orpington

Kent

BR6 8QE

Dated: 6 December 2019

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 AUGUST 2019**

|   | Notes | Unrestricted<br>Funds<br>£'000 | Restricted funds:<br>General<br>£'000 | Fixed asset<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|---|-------|--------------------------------|---------------------------------------|----------------------|------------------------|------------------------|
| <b>Income and endowments from:</b>                          |       |                                |                                       |                      |                        |                        |
| Donations and capital grants                                | 3     | -                              | 3                                     | 256                  | 259                    | 9                      |
| Charitable activities:                                      |       |                                |                                       |                      |                        |                        |
| - Funding for educational operations                        | 4     | 39                             | 1,316                                 | -                    | 1,355                  | 1,315                  |
| Other trading activities                                    | 5     | 4                              | -                                     | -                    | 4                      | 7                      |
| Investments   | 6     | 1                              | -                                     | -                    | 1                      | -                      |
| <b>Total</b>  |       | <u>44</u>                      | <u>1,319</u>                          | <u>256</u>           | <u>1,619</u>           | <u>1,331</u>           |
| <b>Expenditure on:</b>                                      |       |                                |                                       |                      |                        |                        |
| Raising funds   | 7     | -                              | 1                                     | -                    | 1                      | 4                      |
| Charitable activities:                                      |       |                                |                                       |                      |                        |                        |
| - Grants  | 8     | -                              | 40                                    | 90                   | 130                    | -                      |
| - Educational operations                                    | 9     | 12                             | 1,444                                 | (60)                 | 1,396                  | 1,428                  |
| <b>Total</b>  | 7     | <u>12</u>                      | <u>1,485</u>                          | <u>30</u>            | <u>1,527</u>           | <u>1,432</u>           |
| <b>Net income/(expenditure)</b>                             |       | 32                             | (166)                                 | 226                  | 92                     | (101)                  |
| Transfers between funds                                     | 17    | -                              | 90                                    | (90)                 | -                      | -                      |
| <b>Other recognised gains/(losses)</b>                      |       |                                |                                       |                      |                        |                        |
| Actuarial (losses)/gains on defined benefit pension schemes | 19    | -                              | (211)                                 | -                    | (211)                  | 66                     |
| <b>Net movement in funds</b>                                |       | 32                             | (287)                                 | 136                  | (119)                  | (35)                   |
| <b>Reconciliation of funds</b>                              |       |                                |                                       |                      |                        |                        |
| Total funds brought forward                                 |       | 280                            | (801)                                 | 481                  | (40)                   | (5)                    |
| Total funds carried forward                                 |       | <u>312</u>                     | <u>(1,088)</u>                        | <u>617</u>           | <u>(159)</u>           | <u>(40)</u>            |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

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

**FOR THE YEAR ENDED 31 AUGUST 2019**

### SUPPLEMENTARY NOTE: COMPARATIVE INFORMATION FOR THE YEAR ENDED 31 AUGUST 2018

|  | Notes | Unrestricted<br>Funds<br>£'000 | Restricted funds:<br>General<br>£'000 | Fixed asset<br>£'000 | Total<br>2018<br>£'000 |
|--|-------|--------------------------------|---------------------------------------|----------------------|------------------------|
| <b>Income and endowments from:</b>                 |       |                                |                                       |                      |                        |
| Donations and capital grants                       | 3     | -                              | 2                                     | 7                    | 9                      |
| Charitable activities:                             |       |                                |                                       |                      |                        |
| - Funding for educational operations               | 4     | 37                             | 1,278                                 | -                    | 1,315                  |
| Other trading activities                           | 5     | 7                              | -                                     | -                    | 7                      |
| <b>Total</b>                                       |       | <u>44</u>                      | <u>1,280</u>                          | <u>7</u>             | <u>1,331</u>           |
| <b>Expenditure on:</b>                             |       |                                |                                       |                      |                        |
| Raising funds                                      | 7     | -                              | 4                                     | -                    | 4                      |
| Charitable activities:                             |       |                                |                                       |                      |                        |
| - Educational operations                           | 9     | 47                             | 1,354                                 | 27                   | 1,428                  |
| <b>Total</b>                                       | 7     | <u>47</u>                      | <u>1,358</u>                          | <u>27</u>            | <u>1,432</u>           |
| <b>Net expenditure</b>                             |       | (3)                            | (78)                                  | (20)                 | (101)                  |
| <b>Other recognised gains/(losses)</b>             |       |                                |                                       |                      |                        |
| Actuarial gains on defined benefit pension schemes | 19    | -                              | 66                                    | -                    | 66                     |
| <b>Net movement in funds</b>                       |       | (3)                            | (12)                                  | (20)                 | (35)                   |
| <b>Reconciliation of funds</b>                     |       |                                |                                       |                      |                        |
| Total funds brought forward                        |       | <u>283</u>                     | <u>(789)</u>                          | <u>501</u>           | <u>(5)</u>             |
| Total funds carried forward                        |       | <u>280</u>                     | <u>(801)</u>                          | <u>481</u>           | <u>(40)</u>            |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## BALANCE SHEET

AS AT 31 AUGUST 2019

|  |       | 2019    | 2018  |
|--|-------|---------|-------|
|  | Notes | £'000   | £'000 |
| <b>Fixed assets</b>                            |       |         |       |
| Tangible assets                                | 13    | 466     | 474   |
| <b>Current assets</b>                          |       |         |       |
| Debtors  | 14    | 169     | 59    |
| Cash at bank and in hand                       |       | 525     | 359   |
|  |       | 694     | 418   |
| <b>Current liabilities</b>                     |       |         |       |
| Creditors: amounts falling due within one year | 15    | (219)   | (128) |
| <b>Net current assets</b>                      |       | 475     | 290   |
| <b>Net assets excluding pension liability</b>  |       | 941     | 764   |
| Defined benefit pension scheme liability       | 19    | (1,100) | (804) |
| <b>Total net liabilities</b>                   |       | (159)   | (40)  |
| <b>Funds of the Academy Trust:</b>             |       |         |       |
| <b>Restricted funds</b>                        | 17    |         |       |
| - Fixed asset funds                            |       | 617     | 481   |
| - Restricted income funds                      |       | 12      | 3     |
| - Pension reserve                              |       | (1,100) | (804) |
| <b>Total restricted funds</b>                  |       | (471)   | (320) |
| <b>Unrestricted income funds</b>               | 17    | 312     | 280   |
| <b>Total funds</b>                             |       | (159)   | (40)  |

The Financial Statements on pages 19 to 42 were approved by the Governors and authorised for issue on 12 November 2019 and are signed on their behalf by:



C Kellas  
Chair of Governors

Company Number 09918358

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 AUGUST 2019**

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|   |       | 2019  |       | 2018  |       |
|---|-------|-------|-------|-------|-------|
|   | Notes | £'000 | £'000 | £'000 | £'000 |
| <b>Cash flows from operating activities</b>   |       |       |       |       |       |
| Net cash used in operating activities   | 20    |       | (69)  |       | (23)  |
| <b>Cash flows from investing activities</b>   |       |       |       |       |       |
| Dividends, interest and rents from investments                                      |       | 1     |       | -     |       |
| Capital grants from DfE Group   |       | 256   |       | 7     |       |
| Purchase of tangible fixed assets   |       | (22)  |       | -     |       |
|   |       |       |       |       |       |
| <b>Net cash provided by investing activities</b>                                    |       |       | 235   |       | 7     |
|   |       |       |       |       |       |
| <b>Net increase/(decrease) in cash and cash equivalents in the reporting period</b> |       |       | 166   |       | (16)  |
|   |       |       |       |       |       |
| Cash and cash equivalents at beginning of the year                                  |       |       | 359   |       | 375   |
|   |       |       |       |       |       |
| <b>Cash and cash equivalents at end of the year</b>                                 |       |       | 525   |       | 359   |

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# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 AUGUST 2019**

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

Good Shepherd Catholic Primary & Nursery School meets the definition of a public benefit entity under FRS 102.

#### **1.2 Going concern**

The Governors assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the 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 Financial Statements and have concluded that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy Trust's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the Financial Statements.

#### **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.

##### Sponsorship income

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

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 1 Accounting policies

##### 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.

##### Donated goods, facilities and services

Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the Financial Statements until they are sold. This income is recognised within 'Income from other trading activities'.

##### Donated fixed assets

Donated fixed assets are measured at fair value unless it is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the Academy Trust's accounting policies.

#### 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.

All resources expended are inclusive of irrecoverable VAT.

##### 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.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **1 Accounting policies**

#### **1.5 Tangible fixed assets and depreciation**

Assets costing £2,500 or more per item (or less if they form part of a larger purchase or project where the total cost exceeds £10,000) are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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:

|                                |                            |
|--------------------------------|----------------------------|
| Leasehold land and buildings   | 50 years Straight Line     |
| Computer equipment             | 3 - 5 years Straight Line  |
| Fixtures, fittings & equipment | 5 - 15 years Straight Line |

#### **Fixed Asset Transfer from Predecessor School**

Where fixed assets were transferred to the charitable company from the predecessor school, these have been included at a value determined in accordance with the policy described below:

#### **Land**

Where land is owned (or occupied under the terms of a long term lease), subject to a legally binding restriction as to its use, it is valued at fair value, based on existing use.

#### **Buildings**

No specialist buildings have been transferred from the predecessor school.

#### **Other Fixed Assets**

Other assets transferred from the predecessor school are also included at depreciated replacement cost (subject to the capitalisation limit set).

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 or services it must provide.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **1 Accounting policies**

#### **1.7 Leased assets**

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### **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 prospective unit credit 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.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **1 Accounting policies**

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 funders where the asset acquired or created is held for a specific purpose.

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

### **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 19, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

#### Critical areas of judgement

In preparing these Financial Statements, the Governors have not needed to exercise any subjective judgements that would be critical to the Academy Trust's Financial Statements.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 3 Donations and capital grants

|                | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|----------------|--------------------------------|------------------------------|------------------------|------------------------|
| Voluntary fund | -                              | 3                            | 3                      | 2                      |
| Capital grants | -                              | 256                          | 256                    | 7                      |
|                | -                              | 259                          | 259                    | 9                      |

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

|                                | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|--------------------------------|--------------------------------|------------------------------|------------------------|------------------------|
| <b>DfE / ESFA grants</b>       |                                |                              |                        |                        |
| General annual grant (GAG)     | -                              | 1,041                        | 1,041                  | 1,042                  |
| Other DfE group grants         | -                              | 171                          | 171                    | 144                    |
|                                | -                              | 1,212                        | 1,212                  | 1,186                  |
| <b>Other government grants</b> |                                |                              |                        |                        |
| Local authority grants         | -                              | 16                           | 16                     | 18                     |
| Other local authority grants   | -                              | 88                           | 88                     | 74                     |
|                                | -                              | 104                          | 104                    | 92                     |
| <b>Other funding</b>           |                                |                              |                        |                        |
| Catering income                | 22                             | -                            | 22                     | 22                     |
| Other incoming resources       | 17                             | -                            | 17                     | 15                     |
|                                | 39                             | -                            | 39                     | 37                     |
| <b>Total funding</b>           | 39                             | 1,316                        | 1,355                  | 1,315                  |

### 5 Other trading activities

|                 | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|-----------------|--------------------------------|------------------------------|------------------------|------------------------|
| Lettings income | 4                              | -                            | 4                      | 3                      |
| Other income    | -                              | -                            | -                      | 4                      |
|                 | 4                              | -                            | 4                      | 7                      |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 6 Investment income

|                     | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|---------------------|--------------------------------|------------------------------|------------------------|------------------------|
| Short term deposits | 1                              | -                            | 1                      | -                      |

### 7 Expenditure

|                                  | Staff costs<br>£'000 | Non Pay Expenditure<br>Premises<br>£'000 | Other<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|----------------------------------|----------------------|--|----------------|------------------------|------------------------|
| Expenditure on raising funds     |                      |  |                |                        |                        |
| - Direct costs                   | -                    | -  | 1              | 1                      | 4                      |
| Academy's educational operations |                      |  |                |                        |                        |
| - Direct costs                   | 768                  | 25                                       | 99             | 892                    | 898                    |
| - Allocated support costs        | 265                  | 64                                       | 175            | 504                    | 530                    |
| Grants - support costs           | -                    | 130                                      | -              | 130                    | -                      |
|                                  | <u>1,033</u>         | <u>219</u>                               | <u>275</u>     | <u>1,527</u>           | <u>1,432</u>           |

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

|   | 2019<br>£'000 | 2018<br>£'000 |
|---|---------------|---------------|
| Fees payable to auditor for:                      |               |               |
| - Audit   | 5             | 5             |
| - Other services                                  | 5             | 4             |
| Depreciation of tangible fixed assets             | 30            | 27            |
| Net interest on defined benefit pension liability | 23            | 20            |

Included within expenditure are the following transactions:

|   | 2019<br>£ |
|---|-----------|
| Gifts made by the Academy Trust - total | <u>72</u> |

Clarification - While the majority of disclosures in these accounts are rounded to £'000, the disclosure of gifts made is not. The value of gifts for the year are £72 (and not £72k).

### 8 Analysis of grants

|   | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|---|--------------------------------|------------------------------|------------------------|------------------------|
| Improvements to diocesan property occupied by the Academy Trust | -                              | 130                          | 130                    | -                      |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 9 Charitable activities

|  | Unrestricted<br>funds<br>£'000 | Restricted<br>funds<br>£'000 | Total<br>2019<br>£'000 | Total<br>2018<br>£'000 |
|--|--------------------------------|------------------------------|------------------------|------------------------|
| <b>Direct costs</b>  |                                |                              |                        |                        |
| Educational operations   | 12                             | 880                          | 892                    | 898                    |
| <b>Support costs</b>   |                                |                              |                        |                        |
| Educational operations   | -                              | 634                          | 634                    | 530                    |
|  | <u>12</u>                      | <u>1,514</u>                 | <u>1,526</u>           | <u>1,428</u>           |
| <b>Analysis of costs</b>   |                                |                              | <b>2019<br/>£'000</b>  | <b>2018<br/>£'000</b>  |
| <b>Direct costs</b>  |                                |                              |                        |                        |
| Teaching and educational support staff costs                       |                                |                              | 768                    | 763                    |
| Staff development  |                                |                              | 8                      | 4                      |
| Depreciation   |                                |                              | 25                     | 22                     |
| Technology costs   |                                |                              | 14                     | 30                     |
| Educational supplies and services                                  |                                |                              | 37                     | 39                     |
| Educational consultancy  |                                |                              | 40                     | 39                     |
| Other direct costs   |                                |                              | -                      | 1                      |
|  |                                |                              | <u>892</u>             | <u>898</u>             |
| <b>Support costs</b>   |                                |                              |                        |                        |
| Support staff costs  |                                |                              | 203                    | 212                    |
| Defined benefit pension scheme - staff costs (FRS102 adjustment)   |                                |                              | 62                     | 52                     |
| Depreciation   |                                |                              | 5                      | 5                      |
| Maintenance of premises and equipment                              |                                |                              | 153                    | 60                     |
| Cleaning   |                                |                              | 3                      | 3                      |
| Energy costs   |                                |                              | 19                     | 22                     |
| Rent, rates and other occupancy costs                              |                                |                              | 7                      | 9                      |
| Insurance  |                                |                              | 6                      | 6                      |
| Security and transport   |                                |                              | 1                      | 4                      |
| Catering   |                                |                              | 62                     | 70                     |
| Defined benefit pension scheme - finance costs (FRS102 adjustment) |                                |                              | 23                     | 20                     |
| Other support costs  |                                |                              | 52                     | 31                     |
| Governance costs   |                                |                              | 38                     | 36                     |
|  |                                |                              | <u>634</u>             | <u>530</u>             |



# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 10 Staff

#### Staff costs

Staff costs during the year were:

|  | 2019<br>£'000 | 2018<br>£'000 |
|--|---------------|---------------|
| Wages and salaries   | 739           | 714           |
| Social security costs  | 63            | 63            |
| Pension costs  | 142           | 140           |
| Defined benefit pension scheme - staff costs (FRS102 adjustment) | 62            | 52            |
|  | <hr/>         | <hr/>         |
| Amounts paid to employees  | 1,006         | 969           |
| Agency staff costs   | 27            | 50            |
| Staff restructuring costs  | -             | 8             |
|  | <hr/>         | <hr/>         |
| Total staff expenditure  | 1,033         | 1,027         |
|  | <hr/>         | <hr/>         |

Staff restructuring costs comprise:

|                    |       |       |
|--------------------|-------|-------|
| Severance payments | -     | 8     |
|                    | <hr/> | <hr/> |

#### Staff numbers

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

|                            | 2019<br>Number | 2018<br>Number |
|----------------------------|----------------|----------------|
| Teachers                   | 11             | 11             |
| Administration and support | 22             | 26             |
| Management                 | 3              | 4              |
|                            | <hr/>          | <hr/>          |
|                            | 36             | 41             |
|                            | <hr/>          | <hr/>          |

The number of persons employed, expressed as a full time equivalent, was as follows:

|                            | 2019<br>Number | 2018<br>Number |
|----------------------------|----------------|----------------|
| Teachers                   | 8              | 7              |
| Administration and support | 14             | 13             |
| Management                 | 3              | 4              |
|                            | <hr/>          | <hr/>          |
|                            | 25             | 24             |
|                            | <hr/>          | <hr/>          |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 10 Staff

#### Higher paid staff

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

|                   | 2019<br>Number | 2018<br>Number |
|-------------------|----------------|----------------|
| £60,000 - £70,000 | <u>1</u>       | <u>1</u>       |

#### Key management personnel

The key management personnel of the Academy Trust comprise the Governors and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy Trust was £242,459 (2018: £288,649).

### 11 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 Headteacher and other Staff Governors only receive remuneration in respect of services they provide undertaking the roles of 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:

L Fernandes (Headteacher - Resigned 31 August 2018):

- Remuneration Not appointed (2018: £60,000 - £65,000)
- Employer's pension contributions Not appointed (2018: £10,000 - £15,000)

J Day (Headteacher - Appointed on 1 September 2018):

- Remuneration £60,000 - £65,000 (2018: Not appointed)
- Employer's pension contributions £10,000 - £15,000 (2018: Not appointed)

J Standen (Staff Governor - Resigned 31 August 2018):

- Remuneration Not appointed (2018: £40,000 - £45,000)
- Employer's pension contributions Not appointed (2018: £5,000 - £10,000)

O Oke (Staff Governor):

- Remuneration £20,000 - £25,000 (2018: £20,000 - £25,000)
- Employer's pension contributions £0 - £5,000 (2018: £0 - £5,000)

R Hart (Staff Governor - Appointed 15 October 2018, Resigned 31 August 2019):

- Remuneration £30,000 - £35,000 (2018: Not appointed)
- Employer's pension contributions £5,000 - £10,000 (2018: Not appointed)

During the year, £186 (2018: £7) were reimbursed or paid directly to 2 Governors (2018: 1 Governor).

Other related party transactions involving the Governors are set out within the related parties note.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 12 Governors and officers insurance

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

#### 13 Tangible fixed assets

|                       | Leasehold<br>land and<br>buildings<br>£'000 | Computer<br>equipment<br>£'000 | Fixtures,<br>fittings &<br>equipment<br>£'000 | Total<br>£'000 |
|-----------------------|---|--------------------------------|---|----------------|
| <b>Cost</b>           |   |                                |   |                |
| At 1 September 2018   | 428   | 18                             | 106   | 552            |
| Additions             | -   | 22                             | -   | 22             |
|                       | <u>428</u>                                  | <u>40</u>                      | <u>106</u>                                    | <u>574</u>     |
| At 31 August 2019     | 428   | 40                             | 106   | 574            |
| <b>Depreciation</b>   |   |                                |   |                |
| At 1 September 2018   | -   | 16                             | 62  | 78             |
| Charge for the year   | -   | 9                              | 21  | 30             |
|                       | <u>-</u>                                    | <u>25</u>                      | <u>83</u>                                     | <u>108</u>     |
| At 31 August 2019     | -   | 25                             | 83  | 108            |
| <b>Net book value</b> |   |                                |   |                |
| At 31 August 2019     | <u>428</u>                                  | <u>15</u>                      | <u>23</u>                                     | <u>466</u>     |
| At 31 August 2018     | <u>428</u>                                  | <u>2</u>                       | <u>44</u>                                     | <u>474</u>     |

The Academy occupies the Buildings under the terms of a licence to occupy that does not confer substantially all of the risks and rewards of ownership. The buildings are owned by the Southwark Roman Catholic Diocesan Corporation (a company registered with Companies House no 00393665) being the corporate body which is the Custodian Trustee of the lands and properties of the Roman Catholic Diocese of Southwark Diocesan Trust. The buildings are subject to a Supplemental Agreement dated 29 January 2016 whereby the Academy occupies the buildings on a continual basis until the termination of the Funding Agreement or the Supplemental Agreement. The landlords have agreed that the Academy could jointly enter into a supplemental agreement with the Secretary of State for Education which grants the academy trust the right to occupy the buildings, subject inter-alia to the landlord's ability to give two year's notice of termination of the agreement. The Trustees of the Academy Trust have considered carefully the requirements of and guidance notes within the Academies Accounts Direction 2018 to 2019 issued by the ESFA. They have concluded that, taking into account the rights and obligations placed upon the Academy Trust by the licence to occupy, the substance of the arrangement is not materially different to its legal form. Accordingly they have concluded that it would be misleading to recognise the Academy's right to occupy its buildings as a fixed asset on its balance sheet.

Playing fields are occupied on the basis of a 125 year lease with London Borough of Croydon and are valued at £427,975.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

| <b>14 Debtors</b>  | <b>2019<br/>£'000</b> | <b>2018<br/>£'000</b> |
|--|-----------------------|-----------------------|
| Trade debtors  | -                     | 4                     |
| VAT recoverable  | 10                    | 11                    |
| Other debtors  | 1                     | 1                     |
| Prepayments and accrued income                           | 158                   | 43                    |
|  | <u>169</u>            | <u>59</u>             |
| <b>15 Creditors: amounts falling due within one year</b> | <b>2019<br/>£'000</b> | <b>2018<br/>£'000</b> |
| Trade creditors  | 6                     | 3                     |
| Other taxation and social security                       | 15                    | 14                    |
| Accruals and deferred income                             | 198                   | 111                   |
|  | <u>219</u>            | <u>128</u>            |
| <b>16 Deferred income</b>                                | <b>2019<br/>£'000</b> | <b>2018<br/>£'000</b> |
| Deferred income is included within:                      |                       |                       |
| Creditors due within one year                            | <u>55</u>             | <u>52</u>             |
| Deferred income at 1 September 2018                      | 52                    | 48                    |
| Released from previous years                             | (52)                  | (48)                  |
| Resources deferred in the year                           | <u>55</u>             | <u>52</u>             |
| <b>Deferred income at 31 August 2019</b>                 | <u>55</u>             | <u>52</u>             |

The deferred income comprises £16k (2018: £15k) for Universal Infant Free School Meal income received in advance, £4k (2018: £4k) Capital Grant income in advance, £35k (2018: £27k) Early Years funding in advance, £nil (2018: £2k) rates income in advance, £nil (2018: £3k) of small schools SEN top up income and £nil (2018: £1k) of deferred trips income.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 17 Funds

|   | Balance at<br>1 September<br>2018<br>£'000 | Income<br>£'000 | Expenditure<br>£'000 | Gains,<br>losses and<br>transfers<br>£'000 | Balance at<br>31 August<br>2019<br>£'000 |
|---|--|-----------------|----------------------|--|--|
| <b>Restricted general funds</b>                 |  |                 |                      |  |  |
| General Annual Grant (GAG)                      | -  | 1,041           | (1,171)              | 130  | -  |
| Other DfE / ESFA grants                         | -  | 61              | (54)                 | -  | 7  |
| Pupil premium                                   | -  | 110             | (110)                | -  | -  |
| Other government grants                         | -  | 104             | (104)                | -  | -  |
| Other restricted funds                          | 3  | 3               | 39                   | (40)                                       | 5  |
| Pension reserve                                 | (804)                                      | -               | (85)                 | (211)                                      | (1,100)                                  |
|   | <u>(801)</u>                               | <u>1,319</u>    | <u>(1,485)</u>       | <u>(121)</u>                               | <u>(1,088)</u>                           |
| <b>Restricted fixed asset funds</b>             |  |                 |                      |  |  |
| Inherited on conversion                         | 468  | -               | (20)                 | -  | 448                                      |
| DfE group capital grants                        | 9  | 256             | (8)                  | (90)                                       | 167                                      |
| Capital expenditure from GAG<br>and other funds | 4  | -               | (2)                  | -  | 2  |
|   | <u>481</u>                                 | <u>256</u>      | <u>(30)</u>          | <u>(90)</u>                                | <u>617</u>                               |
| <b>Total restricted funds</b>                   | <u>(320)</u>                               | <u>1,575</u>    | <u>(1,515)</u>       | <u>(211)</u>                               | <u>(471)</u>                             |
| <b>Unrestricted funds</b>                       |  |                 |                      |  |  |
| General funds                                   | <u>280</u>                                 | <u>44</u>       | <u>(12)</u>          | <u>-</u>                                   | <u>312</u>                               |
| <b>Total funds</b>                              | <u>(40)</u>                                | <u>1,619</u>    | <u>(1,527)</u>       | <u>(211)</u>                               | <u>(159)</u>                             |

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

The Restricted General Funds are used to fund the general operating costs of the Academy.

Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2019.

The Restricted LGPS Fund represents the Academy's share of the LGPS Pension Fund deficit.

The Restricted Fixed Asset Fund represents investment in fixed assets, net of related depreciation. Unspent capital grants are also held in this fund and their use is restricted to the capital projects for which the grant was paid.

Unrestricted Funds represent balances held at period end that can be applied at the discretion of the Governors, to support any of the Academy's charitable purposes.

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 17 Funds

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

|   | Balance at<br>1 September<br>2017<br>£'000 | Income<br>£'000 | Expenditure<br>£'000 | Gains,<br>losses and<br>transfers<br>£'000 | Balance at<br>31 August<br>2018<br>£'000 |
|---|--|-----------------|----------------------|--|--|
| <b>Restricted general funds</b>                 |  |                 |                      |  |  |
| General Annual Grant (GAG)                      | -  | 1,042           | (1,042)              | -  | -  |
| Other DfE / ESFA grants                         | 4  | 50              | (54)                 | -  | -  |
| Pupil premium                                   | -  | 94              | (94)                 | -  | -  |
| Other government grants                         | -  | 92              | (92)                 | -  | -  |
| Other restricted funds                          | 5  | 2               | (4)                  | -  | 3  |
| Pension reserve                                 | (798)                                      | -               | (72)                 | 66   | (804)                                    |
|   | <u>(789)</u>                               | <u>1,280</u>    | <u>(1,358)</u>       | <u>66</u>                                  | <u>(801)</u>                             |
| <b>Restricted fixed asset funds</b>             |  |                 |                      |  |  |
| Transfer on conversion                          | 490  | -               | (22)                 | -  | 468                                      |
| DfE group capital grants                        | 3  | 7               | (1)                  | -  | 9  |
| Capital expenditure from GAG<br>and other funds | 8  | -               | (4)                  | -  | 4  |
|   | <u>501</u>                                 | <u>7</u>        | <u>(27)</u>          | <u>-</u>                                   | <u>481</u>                               |
| <b>Total restricted funds</b>                   | <u>(288)</u>                               | <u>1,287</u>    | <u>(1,385)</u>       | <u>66</u>                                  | <u>(320)</u>                             |
| <b>Unrestricted funds</b>                       |  |                 |                      |  |  |
| General funds                                   | <u>283</u>                                 | <u>44</u>       | <u>(47)</u>          | <u>-</u>                                   | <u>280</u>                               |
| <b>Total funds</b>                              | <u>(5)</u>                                 | <u>1,331</u>    | <u>(1,432)</u>       | <u>66</u>                                  | <u>(40)</u>                              |

### 18 Analysis of net assets between funds

|  | Unrestricted<br>Funds<br>£'000 | Restricted funds:<br>General<br>£'000 | Fixed asset<br>£'000 | Total<br>Funds<br>£'000 |
|--|--------------------------------|---------------------------------------|----------------------|-------------------------|
| <b>Fund balances at 31 August 2019 are<br/>represented by:</b> |                                |                                       |                      |                         |
| Tangible fixed assets  | -                              | -                                     | 466                  | 466                     |
| Current assets   | 312                            | 231                                   | 151                  | 694                     |
| Creditors falling due within one year                          | -                              | (219)                                 | -                    | (219)                   |
| Defined benefit pension liability                              | -                              | (1,100)                               | -                    | (1,100)                 |
| <b>Total net assets</b>  | <u>312</u>                     | <u>(1,088)</u>                        | <u>617</u>           | <u>(159)</u>            |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 18 Analysis of net assets between funds

|  | Unrestricted<br>Funds<br>£'000 | Restricted funds:<br>General<br>£'000 | Fixed asset<br>£'000 | Total<br>Funds<br>£'000 |
|--|--------------------------------|---------------------------------------|----------------------|-------------------------|
| <b>Fund balances at 31 August 2018 are represented by:</b> |                                |                                       |                      |                         |
| Tangible fixed assets                                      | -                              | -                                     | 474                  | 474                     |
| Current assets   | 280                            | 131                                   | 7                    | 418                     |
| Creditors falling due within one year                      | -                              | (128)                                 | -                    | (128)                   |
| Defined benefit pension liability                          | -                              | (804)                                 | -                    | (804)                   |
| <b>Total net assets</b>                                    | <b>280</b>                     | <b>(801)</b>                          | <b>481</b>           | <b>(40)</b>             |

### 19 Pension and similar obligations

The Academy Trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Croydon Council. Both are multi-employer 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 that of the LGPS related to the period ended 31 March 2016.

Contributions amounting to £12k (2018: £12k) were payable to the schemes at 31 August 2019 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 full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

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

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

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 19 Pension and similar obligations

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;
- an employer cost cap of 10.9% of pensionable pay; and
- the assumed real rate of return is 2.4% in excess of prices. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return is 4.45%.

#### Scheme Changes

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications are currently being considered and any impact on scheme costs is expected to be looked at within the next scheme valuation, which is currently scheduled to be based on April 2020 data and implemented in April 2023.

The employer's pension costs paid to the TPS in the period amounted to £63k (2018: £65k).

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 pension 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 17.5% for employers and 5.5% to 12.5% for employees.

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

| Total contributions made | 2019<br>£'000 | 2018<br>£'000 |
|--------------------------|---------------|---------------|
| Employer's contributions | 50            | 63            |
| Employees' contributions | 16            | 15            |
| Total contributions      | 66            | 78            |



# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 19 Pension and similar obligations

| Principal actuarial assumptions                    | 2019<br>% | 2018<br>% |
|--|-----------|-----------|
| Rate of increase in salaries                       | 2.90      | 2.90      |
| Rate of increase for pensions in payment/inflation | 2.40      | 2.40      |
| Discount rate for scheme liabilities               | 1.80      | 2.70      |

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

|                      | 2019<br>Years | 2018<br>Years |
|----------------------|---------------|---------------|
| Retiring today       |               |               |
| - Males              | 22.3          | 22.3          |
| - Females            | 24.4          | 24.4          |
| Retiring in 20 years |               |               |
| - Males              | 24.0          | 24.0          |
| - Females            | 26.2          | 26.2          |

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

|                      | 2019<br>£'000 | 2018<br>£'000 |
|----------------------|---------------|---------------|
| Discount rate + 0.1% | 1,277         | 926           |
| Discount rate - 0.1% | 1,335         | 966           |
| Pension rate + 0.1%  | 1,333         | 965           |
| Pension rate - 0.1%  | 1,279         | 927           |
| Salary rate + 0.1%   | 1,307         | 947           |
| Salary rate - 0.1%   | 1,305         | 945           |

### Defined benefit pension scheme net liability

|                    |         |       |
|--------------------|---------|-------|
| Scheme assets      | 206     | 142   |
| Scheme obligations | (1,306) | (946) |
| Net liability      | (1,100) | (804) |

# GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### 19 Pension and similar obligations

| The Academy Trust's share of the assets in the scheme | 2019<br>Fair value<br>£'000 | 2018<br>Fair value<br>£'000 |
|---|-----------------------------|-----------------------------|
| Equities  | 128                         | 101                         |
| Bonds   | 47                          | 23                          |
| Cash  | 2                           | -                           |
| Property  | 29                          | 17                          |
| Other assets  | -                           | 1                           |
|   | <hr/>                       | <hr/>                       |
| Total market value of assets                          | 206                         | 142                         |
|   | <hr/>                       | <hr/>                       |

The actual return on scheme assets was £15,000 (2018: £10,000).

| Amount recognised in the Statement of Financial Activities | 2019<br>£'000 | 2018<br>£'000 |
|--|---------------|---------------|
| Current service cost                                       | 112           | 115           |
| Interest income  | (4)           | (3)           |
| Interest cost  | 27            | 23            |
|  | <hr/>         | <hr/>         |
| Total operating charge                                     | 135           | 135           |
|  | <hr/>         | <hr/>         |

| Changes in the present value of defined benefit obligations | 2019<br>£'000 |
|---|---------------|
| At 1 September 2018   | 946           |
| Current service cost  | 112           |
| Interest cost   | 27            |
| Employee contributions                                      | 16            |
| Actuarial loss/(gain)                                       | 222           |
| Benefits paid   | (17)          |
|   | <hr/>         |
| At 31 August 2019   | 1,306         |
|   | <hr/>         |

**GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2019**

**19 Pension and similar obligations**

**Changes in the fair value of the Academy Trust's share of scheme assets**

|                        | <b>2019</b>  |
|------------------------|--------------|
|                        | <b>£'000</b> |
| At 1 September 2018    | 142          |
| Interest income        | 4            |
| Actuarial gain         | 11           |
| Employer contributions | 50           |
| Employee contributions | 16           |
| Benefits paid          | (17)         |
|                        | <hr/>        |
| At 31 August 2019      | <u>206</u>   |

**20 Reconciliation of net income/(expenditure) to net cash flow from operating activities**

|  | <b>2019</b>  | <b>2018</b>  |
|--|--------------|--------------|
|  | <b>£'000</b> | <b>£'000</b> |
| Net income/(expenditure) for the reporting period (as per the statement of financial activities) | 92           | (101)        |
| Adjusted for:  |              |              |
| Capital grants from DfE and other capital income   | (256)        | (7)          |
| Investment income receivable   | (1)          | -            |
| Defined benefit pension costs less contributions payable   | 62           | 52           |
| Defined benefit pension scheme finance cost  | 23           | 20           |
| Depreciation of tangible fixed assets  | 30           | 27           |
| (Increase) in debtors  | (110)        | (8)          |
| Increase/(decrease) in creditors   | 91           | (6)          |
|  | <hr/>        | <hr/>        |
| <b>Net cash used in operating activities</b>   | <u>(69)</u>  | <u>(23)</u>  |

**21 Capital commitments**

|   | <b>2019</b>  | <b>2018</b>  |
|---|--------------|--------------|
|   | <b>£'000</b> | <b>£'000</b> |
| Expenditure contracted for but not provided in the Financial Statements | 149          | -            |
|   | <hr/>        | <hr/>        |

The Trust entered into a Heating Project contract during the year, with total costs expected of £279k. Costs of £130k were incurred during the year and anticipated costs to completion as at 31 August 2019 were £149k.

**22 Related party transactions**

No related party transactions took place in the period of account other than certain Governors' remuneration and expenses already disclosed in note 11.

# **GOOD SHEPHERD CATHOLIC PRIMARY & NURSERY SCHOOL**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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### **23 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.