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# Northern School of Contemporary Dance

REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDING  
31 JULY 2018

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## STRATEGIC REPORT

The Northern School of Contemporary Dance is one of eight specialist schools delivering world-leading education and vocational training through the Conservatoire of Dance and Drama. The School continues to thrive and has now completed another year of both educational and artistic success.

### *Review of the year*

We are very pleased to report another year of outstanding success and significant progress. The success of the School is most evident once again in the outstanding results achieved by our students.

The level of attainment of our students continues to be exceptional:

- BA in Dance (Contemporary) – the final year cohort of 45 students graduated, with 100% of our students obtaining a 2.1 degree or above, 73% being First Class Honours awards.
- MA in Contemporary Dance Performance – 25 students achieved awards, 7 students were awarded a PGDip leaving at this stage to take up roles in the dance world, with the remaining 18 students awarded an MA, all achieving a distinction.
- MA in Dance and Creative Enterprise – 3 students graduated with the MA, 2 distinctions and 1 merit.
- Access to Higher Education Diploma – 26 students graduated with the full diploma and a further 1 student with course credits.

The pre-vocational Centre for Advance Training for talented children and young people aged 13 to 18, which is run in conjunction with Northern Ballet, continues to flourish and this year the number of places we offered on the scheme was 62 over the three year groups.

The Learning and Participation team continue to provide an extensive range of opportunities for schools, community groups and young people. We are proud of our pioneering investment in widening participation, outreach and other activities which aims to enable as many people as possible, from diverse backgrounds and of all abilities, to engage in dance as audience members and participants.

Our profile in the dance industry and beyond, together with our academic results, is a testament to the high quality of education provided at the School and the skill and dedication of our teaching staff. The education we provide combines technical rigour and discipline with an invitation to our students to become both creative and innovative in their dance practice.

The receipt of the Institute Specific Targeted Allocation from the Higher Education Funding Council, that recognises our world-leading standing, enables the school to invest in an intensive, conservatoire standard education and professional preparation for our students.

This investment in our student experience includes providing longer academic terms and higher levels of contact hours per week than university dance degrees. Our extensive enrichment programmes provide access to a variety of industry leading practitioners, visiting artists and choreographers. We provide students with access to the performance spaces and studios for individual rehearsal and development. We provide a wide range of support for student health and wellbeing specifically designed to meet the needs of aspiring dance artists.

We also run collaborative projects with other member Schools of the Conservatoire of Dance and Drama and Leeds based HE institutions as well as partnering with a number of other dance organisations in the UK, Europe and the wider world. Our career preparation and development, together with our extensive artistic network ensures that graduates are equipped with the necessary skills to obtain employment in a competitive industry.

## **STRATEGIC REPORT (*continued*)**

The Riley Theatre continues to serve the community and wider dance audience, being a creative dynamic hub and performance venue which this year hosted a wide range of performances. These include community programmes and showcases for our Learning and Participation students, our graduation performances and those of our postgraduate dance company VERVE. In addition we hosted Northern Connections and European Connections, a distinctive programme of work by both UK and European choreographers funded by the Arts Council.

### ***Strategic Developments***

A new Strategic Plan for 2017-22 was delivered and approved by the Board of Governors in January 2017 and it can be seen on our website. This plan enables us to build on our reputation and success whilst recognising the challenging and uncertain external environment in which the HE sector currently operates. The School continues to monitor and measure its performance against this plan.

In common with other HE institutions, we continue to face changes in the external environment, the key challenge being Brexit with its potential implications for our School. Over 30% of our students and many of our staff come from the EU and beyond helping to create our unique and vibrant culture. We continue to monitor developments and lobby the Government via the Conservatoire of Dance and Drama.

We are pleased to note continuing strong demand for places. In delivering our overseas recruitment strategy, we held additional auditions in Hong Kong and Singapore as well as extending our European locations. We will continue to actively promote, monitor and manage applications to the School both from the UK, Europe and other overseas regions.

There have been a number of major developments which will impact future years and strengthen our provision of education to degree level and beyond:

- The Conservatoire for Dance and Drama is currently preparing an application for Taught Degree Awarding powers so that degrees may be awarded in house rather than via the University of Kent and expects to make the application in 2019.
- In making the creative case for diversity, the School continues with its mission to widen participation and create access routes into dance at all levels. We aim to remove barriers to participation for young people who find themselves at a disadvantage due to their background, socio economic circumstances, race, sexuality or physicality. We are grateful to all our donors for helping to make this possible.
- The School was successful in its application for four year National Portfolio Funding for its Riley Theatre and is delighted to receive this award from the Arts Council for which the funding commenced in April 2018. This will enable us to use our theatre to embed artist development and visiting professional performance programming into our annual programming, as well as introducing performances for children and family audiences. It also means we can champion the work of the Children and Young People's Network North.
- The School continues to seek out a solution to the need to expand our present estate and upgrade our facilities. We continue to invest in our current facilities maintaining and presenting them to the highest standard whilst continuing our search for options for expansion and have commissioned further consultancy work on these options in order to move our plans forwards.

## **STRATEGIC REPORT *(continued)***

### ***Financial Review***

The School has retained an operating surplus of £136K (2017: £274K). In addition, a surplus of £151K (2017: surplus £295K) arose on the West Yorkshire Pension Fund and was also credited to reserves via the statement of comprehensive income.

In total, an amount of £287K (2017: £569K) was added to reserves with the year-end balance being £2,812K (2017: £2,525K). The School remains in a healthy financial position both in relation to the operating surplus and the balance on reserves.

The income of the School rose by 6.3% from £3,147K to £3,344K primarily due to a rise in tuition fee income. The costs rose by 11.6% from £2,875K to £3,213K, this rise mainly relating to expenditure on refurbishment and roofing work to the buildings and other one off project consultancy work on our property options.

The School's key financial targets are to achieve an operating surplus of 3% of income (being approximately £100K) and to retain a minimum balance of seven months working capital (being approximately £1,700K). In both cases the targets are comfortably exceeded.

The School has agreed and adopted a reserves policy whereby we retain a minimum of seven months working capital in reserves, which is considered both prudent and good practice in the HE Sector. The reserves policy enables the School to meet on-going commitments and cash-flow needs and also to manage the liability associated with the West Yorkshire Pension Fund, where we need to monitor and manage the volatility in valuations.

The School does not currently carry any mortgage or commercial lending costs and so expects that any further surplus funds would potentially be set aside to invest in the next phase of expansion or redevelopment of our property requirements.

### ***Principal Risks and Uncertainties***

The School has embedded a system of internal control, which includes financial and operational control and risk management which is designed to protect both the School's assets and reputation.

A risk register is maintained at the School and is reviewed and updated as needed at each cycle of committee meetings throughout the year, specific areas of risk are also reviewed by the Finance Committee and the Academic Board. The risk register identifies the impact of key risks and assesses the likelihood of those risks occurring using a consistent scoring system to assess overall risk. The actions needed to reduce and mitigate those risks are then identified and prioritised by the School.

**On behalf of the members of the Corporation on 16 October 2018**



**Brian Brodie**  
***Chair of Governors***



**Janet Smith MBE**  
***Principal and Artistic Director***

## **DIRECTORS' REPORT**

### **Legal Status**

The Corporation was established under the Education Reform Act 1988 for the purpose of conducting The Northern School of Contemporary Dance (NSCD). The powers of a Higher Education Corporation (HEC) are defined in Section 124 of the 1988 Act as amended by the Further and Higher Education (FHE) Act 1992, and subject to any relevant regulations, orders or directions made by the Secretary of State or Privy Council. These powers include the power to provide higher and further education and to carry out research and to publish the results of such research.

The School is an exempt charity for the purposes of the Charities Act 1993 as amended by the Charities Act 2006 and 2011.

Since 2003, the Northern School of Contemporary Dance has been a constituent school of the Conservatoire for Dance and Drama (CDD).

### **Members of the Corporation Governing Body**

The members who served on the Corporation's governing body during the year and up to the date of signature of this report were as listed on Page 9.

### **Mission Statement**

**Our Vision** is to be a world leading centre for dance education and development.

**Our Mission** is to provide an inspirational learning experience, from our first contact through into the profession, enabling aspiring dance artists and dance professionals, regardless of background, to shape the future of dance.

### **Our Values:**

- The transforming power of dance and arts education, to uplift, inspire, stimulate our emotions and help us create a tolerant and cohesive society.
- Inclusive learning and collaboration in a spirit of mutual respect and generosity.
- Curiosity, self-reflection and open-mindedness.
- Creative risk taking, innovation and investment in on-going artist and art form development.
- Aspiration, self-motivation and dedication in striving for excellence.
- Diversity - our differences as well as the things that we have in common, and that diversity inspires creativity and enriches our lives.
- Our relationship to local, regional, national and international communities and the wider dance ecology.
- The nurturing and investment that leads to independence and resilience.
- Using resources in a way that is responsible and environmentally sustainable.



## **DIRECTORS' REPORT *(continued)***

### **Public Benefit Statement**

In shaping our objectives and planning our activities the School has considered the Charity Commission Guidance on public benefit. The School is confident that it fully satisfies the public benefit requirements of the Charity Commission as there is a direct benefit to students from its activities and also benefit to the public at large. The primary public value delivered by the School within the framework of the Conservatoire for Dance and Drama is that it produces world-class alumni who go on to shape the future of the performing arts.

Our commitment to widening access means we invest significant sums in resources to support students and by direct payment of financial support. The School is rigorous in its delivery of training, compassionate in its support for its students and imaginative in its promotion of dance. It provides valued support to the cultural infrastructure and fuels the development of the creative industries, pushing the boundaries of the art forms, developing national capability in new areas, building enterprise and enriching national life with its public performance programming. The Riley Theatre and a range of dance studios are open to hire at reduced rates to local community groups and charities as well as our alumni and emerging dance artists.

### **Employees and Diversity**

The School is committed to encouraging and enabling staff to achieve their full potential and aims to ensure that no job applicant, employee or former employee receives less favourable treatment on the grounds of age, carer responsibilities, disabilities, class, marital or civil partnership status, gender identity, pregnancy and maternity, race, religion or belief, sex, sexual orientation, or any other category where discrimination cannot be reasonably justified.

### **Employee Involvement**

It is the School's policy to communicate with and involve all employees, subject to commercial and practical limitation, in matters affecting their interests at work and to inform them of the School's performance. Employees are provided with information about the School, which is supplemented by regular team briefings and staff forums as well as its website, intranet and internal email.

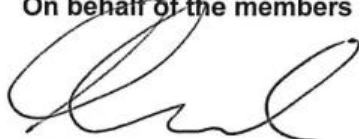
### **Disclosure of Information to Auditors**

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

### **Going Concern**

The financial position of the School, its cash flow and liquidity are described in the Financial Statements and accompanying Notes. The School's forecasts and financial projections indicate that it will be able to operate for the foreseeable future. Accordingly, the School believes that it has adequate resources to continue in operational existence for the foreseeable future and for this reason will continue to adopt the going concern basis in the preparation of its financial statements.

**On behalf of the members of the Corporation on 16 October 2018**



**Brian Brodie**  
*Chair of Governors*



**Janet Smith MBE**  
*Principal and Artistic Director*

## PROFESSIONAL ADVISERS

External auditors	KPMG LLP, 1, Sovereign Square, Sovereign St, Leeds LS1 4DA
Internal auditor	KCG, c/o Kingston University, KH1010 Kenry House, Kingston Hill, Kingston on Thames, Surrey KT2 7LB
Bankers	HSBC Bank plc, 108 Harrogate Road, Leeds, LS7 4NU Barclays Bank plc, Commercial Street, Leicester, LE87 2BB
Solicitors	Eversheds LLP, Bridgewater Place, Water Lane, Leeds, LS11 5DR



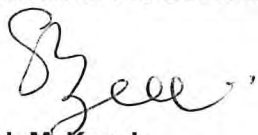
## MEMBERS OF THE CORPORATION

The members who served on the Corporation during the year and up to the date of signature of this report were as listed in the table below:

	Date of Appointment	Term of Office	Until	Status of Appointment	Committees Served
Mr Mark Baker	21/07/2016	4 years	20/07/2020	Staff member	
Ms Pam Bone	11/07/2013 Re-appointed 11/07/2017	4 years	10/07/2021	Independent member	Member: Finance Nominations
Mr David Braham	20/10/2016	4 years	19/10/2020	Independent member	
Mr Brian Brodie	10/07/2018	4 years	09/07/2022	Independent member	Chair: Board of Governors
Ms Frances Byrnes	01/07/2008 Re-appointed 01/07/2012 Re-appointed 01/07/2016 Re-appointed 17/10/2017	4 year	20/07/2017	External Expert	Member: Remuneration
Mrs Kate Buckham	17/10/2017	4 years	16/10/2021	Independent member	
Mr Gary Clarke	16/01/2018	4 years	15/01/2022	Independent member	
Miss Beth Connellan	24/04/2018	4 years	24/04/2020 or until course is complete	Student member	
Ms Tamsin Cooper	16/10/2014	4 years	15/10/2018	Independent member	Member: Remuneration
Ms Hana Goseling	19/01/2017	4 years	18/01/2021	Staff member	
Mr Roger Harington	14/03/2013 Re-appointed 19/01/2017	4 years	12/03/2021	Co-opted member	Member: Audit
Ms Pam Lund	11/08/2007 Re-appointed 08/11/2011 Re-appointed 07/11/2015 Re-appointed 19/03/2017	4 years	10/08/2021	Independent member	Vice-chair – Board of Governors Chair: Finance Member: Remuneration Nominations
Mr Clive Macdonald	23/01/2014	4 years	22/01/2018	Independent member	Chair: Board of Governors, Remuneration, Nominations Member: Finance
Mr Ben Mitchell	01/09/2016	4 years	31/08/2020	Independent member	Member: Finance, Nominations
Ms Vicki Pollard	16/10/2014	4 years	15/10/2018	Independent member	Chair: Audit
Miss Genevieve Reeves	24/04/2018	4 years	24/04/2020 or until course is complete	Student member	
Ms Janet Smith	13/02/2012			Principal	Member: Finance, Nominations
Ms Peri Thomas	17/10/2017	4 years	16/10/2021	Independent member	
Mr Mark Wood	19/03/2015	4 years	18/03/2019	External Expert Member – Audit Committee	Member: Audit
Ms Sara Wookey	17/10/2017	4 years	16/10/2021	Independent member	

NORTHERN SCHOOL OF CONTEMPORARY DANCE  
FINANCIAL STATEMENTS FOR YEAR ENDED 31 JULY 2018

**On behalf of the Governing Body**

A handwritten signature in black ink, appearing to read 'S. McKenzie', written in a cursive style.

**Sarah McKenzie**  
***Clerk to Governors***

## STATEMENT OF CORPORATE GOVERNANCE

The School is committed to exhibiting best practice in all aspects of corporate governance.

The School aims to conduct its business in accordance with the principles identified in the Committee on Standards in Public Life (Nolan Committee) and the Committee of University Chairs (CUC) Higher Education Code of Governance (the Code).

The School is aware of and meets its obligation under its Financial Memorandum with the Conservatoire for Dance and Drama.

Throughout the year ended 31 July 2018, the School has been in compliance with all the provisions set out in Section 1 of the UK Corporate Governance Code issued by the London Stock Exchange in September 2012, in so far as they relate to higher education.

The Board of Governors formally reviews its effectiveness in line with the Code's recommendation that reviews take place every four years.

### Corporate Governance Structure

The School's Board of Governors comprises of lay members, students, and employees appointed under the statutes of the School, the majority of whom are non-executive. The roles of chair and vice-chair of the Board of Governors are separated from the role of the School's chief executive, the Principal. The matters specially reserved to the Board of Governors for decision are set out in the statutes of the School. The Board of Governors holds to itself the responsibilities for the on-going strategic direction of the School, approval of major developments and the receipt of regular reports from the executive officers on the day-to-day operations of its business.

The Board of Governors meets at least once per term in line with a fixed cycle of meetings and also holds exceptional meetings and working groups as required. The Board of Governors met four times during 2017/18. Full minutes of all meetings, except those deemed to be confidential by the Corporation are available on the website at <http://www.nscd.ac.uk/about/governance/> or from the Clerk to the Governors at:

Northern School of Contemporary Dance  
98 Chapeltown Road, Leeds, LS7 4BH

The Clerk to the Governors maintains a register of financial and personal interests of the governors. The register is available for inspection at the above address.

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

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

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

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



## **STATEMENT OF CORPORATE GOVERNANCE *(continued)***

### **Committee Structure**

The Board has four committees established - Audit, Remuneration, Nominations and Finance. All of the committees are formally constituted with terms of reference and comprise mainly of lay members of the Board of Governors, one of whom is the chair.

The Board of Governors has designated one of its members as lead governor for safeguarding.

#### ***The Audit Committee***

The Audit Committee considers detailed reports together with recommendations for the improvement of the School's systems of internal control and management's responses and implementation plans. It also receives and considers reports from the Conservatoire and the Higher Education Funding Council for England as they affect the School's business and monitors adherence to the regulatory requirements. The committee oversees the School's risk management process on behalf of the Board of Governors. Whilst senior executives attend meetings of the Audit Committee as necessary, they are not members of the committee.

The Audit Committee met three times during 2017/18 and met with the School's external and internal auditor in attendance.

#### ***The Remuneration Committee***

The Remuneration Committee determines the remuneration of senior post holders, including the Principal and makes recommendations to the Board of Governors regarding the remuneration of all other staff.

The Remuneration Committee met once during 2017/18.

#### ***The Nominations Committee***

The Nominations Committee considers nominations for filling vacancies in the Board of Governors' membership under the School's Instrument of Government and makes recommendations to the Board of Governors.

The Nominations Committee met once during 2017/18.

#### ***The Finance Committee***

As well as monitoring and reviewing the financial performance of the School the Finance Committee considers all matters of financial strategy and policy and makes recommendations to the Board of Governors as appropriate.

The Finance Committee met four times during 2017/18.

### **Appointments to the Corporation**

Any new appointments to the Corporation are a matter for consideration of the Corporation as a whole. The Corporation is responsible for ensuring that appropriate induction and on-going development is provided as required. Members of the Corporation are appointed for a term of office not exceeding four years.



**Janet Smith**  
***Principal and Artistic Director***

## **STATEMENT OF BOARD OF GOVERNORS' RESPONSIBILITIES IN RESPECT OF THE STRATEGIC REPORT AND THE FINANCIAL STATEMENTS**

The Board of Governors are responsible for preparing the Strategic Report and the financial statements in accordance with the requirements of the Office for Students' Terms and conditions of funding for higher education institutions and Research England's Terms and conditions of Research England grant and applicable law and regulations.

They are required to prepare School financial statements in accordance with UK accounting standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*. The terms and conditions of funding further require the financial statements to be prepared in accordance with the 2015 Statement of Recommended Practice – Accounting for Further and Higher Education, in accordance with the requirements of the Accounts Direction issued by the Office for Students. The Board of Governors are required to prepare financial statements which give a true and fair view of the state of affairs of the School and of their income and expenditure, gains and losses and changes in reserves for that period.

In preparing each of the School financial statements, the Board of Governors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and 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;
- assess the School's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the School or to cease operations, or have no realistic alternative but to do so.

The Board of Governors is responsible for keeping proper accounts and proper records in relation to the accounts. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the School and to prevent and detect fraud and other irregularities.

The Board of Governors are also responsible for ensuring that:

- funds from whatever source administered by the School for specific purposes have been properly applied to those purposes and managed in accordance with relevant legislation;
- funds provided by the Office for Students and Research England have been applied in accordance with the terms and conditions attached to them;
- funds provided by HEFCE have been applied in accordance with the Memorandum of Assurance and Accountability and any other terms and conditions attached to them
- ensuring that there are appropriate financial and management controls in place to safeguard public funds and funds from other sources; and
- securing the economical, efficient and effective management of the School's resources and expenditure.

The Board of Governors is responsible for the maintenance and integrity of the corporate and financial information included on the School's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## STATEMENT OF INTERNAL CONTROL

The system of internal control is designed to manage rather than eliminate the risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance against material misstatement or loss or of effectiveness.

The system of internal control is based on an on-going process designed to identify the principle risks to the achievement of policies, aims and objectives; to evaluate the nature and extent of those risks, and to manage them efficiently, effectively and economically. This process has been in operation for the whole of the period for the year ended 31 July 2018. The system that monitors risk and controls has been embedded into the committee structure and the leadership team for the whole of the year.

It is the Corporation's responsibility to bring independent judgement to bear on issues of strategy, performance, resources and standards of conduct. The Corporation is provided with regular and timely information on the overall financial performance of the School, together with other information such as performance against funding targets, proposed capital expenditure, quality matters and personnel-related matters such as health and safety and environmental issues.

### ***Scope of responsibility***

The Corporation is ultimately responsible for the School's system of internal control and for reviewing its effectiveness.

The Corporation has delegated the day-to-day responsibility to the Principal, as Accounting Officer, for maintaining a sound system of internal control that supports the achievement of the School's policies, aims and objectives, whilst safeguarding the public funds and assets for which she is personally responsible, in accordance with the responsibilities assigned to her in the Financial Memorandum between the Northern School of Contemporary Dance and the Conservatoire for Dance and Drama. The Principal is also responsible for reporting to the Corporation any material weakness and breakdowns in internal control.

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

The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of School policies, aims and objectives, to evaluate the likelihood and the impact of those risks being realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Northern School of Contemporary Dance for the year ended 31 July 2018 and up to the date of approval of the annual report and accounts.

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

The Corporation has reviewed the key risks to which the School is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Corporation is of the view that there is a formal on-going process for identifying, evaluating and managing the School's significant risks that has been in place for the period ending 31 July 2018 and up to the date of approval of the annual report and accounts. The process is regularly reviewed by the Corporation.

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

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

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

## **STATEMENT OF INTERNAL CONTROL (*continued*)**

The School has an internal audit service provided through the Conservatoire for Dance and Drama (CDD), the same internal auditor visits each constituent school of the CDD. The work of the internal audit service is informed by reviewing key areas of risk, control and governance. The internal auditor provides regular reports to the Audit Committee.

### ***Review of effectiveness of the System of Internal Control***

The Board of Governors has responsibility for reviewing the effectiveness of the system of internal control. The following processes have been established:

- Meet at regular intervals (at least once every term, extending to four over a full year) to consider the plans and strategic direction of the institution;
- Receive periodic reports from the Chair of the Audit Committee concerning internal control, and regular reports from managers on the steps they are taking to manage risks in their areas of responsibility, including progress reports on key projects;
- The Audit Committee provides oversight of the risk management process.

The Audit Committee receives regular reports from the internal auditor which includes their independent opinion on the adequacy and effectiveness of the institution's system of internal control, together with recommendations for improvement.

A system of key performance and risk indicators has been developed and an organisation-wide risk register is maintained in conjunction with the risk policy.



# **INDEPENDENT AUDITOR'S REPORT TO BOARD OF GOVERNORS OF NORTHERN SCHOOL OF CONTEMPORARY DANCE**

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

### **Opinion**

We have audited the financial statements of Northern School of Contemporary Dance ("the School") for the year ended 31 July 2018 which comprise the Statement of Comprehensive Income and Expenditure, the Statement of Changes in Reserves, the Balance Sheet, the Statement of Cash Flows and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the School's affairs as at 31 July 2018, and of the School's income and expenditure, gains and losses and changes in reserves, and of the School's cash flows, for the year then ended;
- have been properly prepared in accordance with UK accounting standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*, and with the 2015 *Statement of Recommended Practice – Accounting for Further and Higher Education*; and
- meet the requirements of the Accounts Direction dated 19 June 2018 issued by the Office for Students

### **Basis for opinion**

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

### **Going concern**

We are required to report to you if we have concluded that the use of the going concern basis of accounting is inappropriate or there is an undisclosed material uncertainty that may cast significant doubt over the use of that basis for a period of at least twelve months from the date of approval of the financial statements. We have nothing to report in these respects.

### **Other information**

The Board of Governors is responsible for the other information, which comprises the Strategic Review, the Statement of Corporate Governance, the Directors' Report and the Statement of Internal Control. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or any form of assurance conclusion thereon.

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

### **Board of Governors responsibilities**

As explained more fully in their statement set out on page 13, the Board of Governors is responsible for: the preparation of the financial statements and for being satisfied that they give a true and fair view; such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the School's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless it either intends to liquidate the School or to cease operations, or has no realistic alternative but to do so.

### **Auditor's responsibilities**

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

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

## **REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

We are required to report on the following matters under the Office for Students and Research England Audit Codes of Practice issued under the Further and Higher Education Act 1992.

In our opinion, in all material respects:

- funds from whatever source administered by the School for specific purposes have been properly applied to those purposes and managed in accordance with relevant legislation;
- income has been applied in accordance with the School's articles of government;
- funds provided by the Office for Students and Research England have been applied in accordance with these conditions and the terms and conditions attached to them; and
- funds provided by HEFCE have been applied in accordance with the Memorandum of Assurance and Accountability and any other terms and conditions attached to them.

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

This report is made solely to the Board of Governors, in accordance with paragraph 13(2) of the School's Articles of Government and section 124B of the Education Reform Act 1988. Our audit work has been undertaken so that we might state to the Board of Governors 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 School and the Board of Governors for our audit work, for this report, or for the opinions we have formed.



17/10/18

**Robert Jones**  
**for and on behalf of KPMG LLP, Statutory Auditor**  
*Chartered Accountants*  
1, St Peter's Square  
Manchester  
M2 3AE

## STATEMENT OF COMPREHENSIVE INCOME AND EXPENDITURE

Year Ended 31 July 2018

	Notes	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
<b>Income</b>			
Tuition fees and education contracts	2	2,093	1,922
Funding body grants	3	1,109	1,100
Other income	4	133	121
Investment income	5	9	4
<b>Total income before endowments and donations</b>		<b>3,344</b>	<b>3,147</b>
Donations and endowments	13	5	2
<b>Total income</b>		<b>3,349</b>	<b>3,149</b>
<b>Expenditure</b>			
Staff costs	6	1,811	1,699
Other operating expenses	7	1,311	1,085
Depreciation	9	91	91
<b>Total expenditure</b>		<b>3,213</b>	<b>2,875</b>
<b>Surplus / (Deficit) before tax</b>		<b>136</b>	<b>274</b>
Taxation	8	-	-
<b>Surplus / (Deficit) for the year</b>		<b>136</b>	<b>274</b>
Actuarial (loss)/gain in respect of pension schemes	20	151	295
<b>Total comprehensive income for the year</b>		<b>287</b>	<b>569</b>
Represented by:			
Endowment comprehensive income for the year		5	2
Unrestricted comprehensive income for the year		282	567
		<b>287</b>	<b>569</b>

## STATEMENT OF CHANGES IN RESERVES

Year ended 31 July 2018

Northern School of Contemporary Dance	Income and expenditure account		Total
	<i>Endowment</i>	<i>Unrestricted</i>	
	£'000	£'000	£'000
<b>Balance at 1 August 2016</b>	10	1,946	1,956
Surplus/(deficit) from the income and expenditure statement	2	272	274
Other comprehensive income	-	295	295
<b>Balance at 31 July 2017</b>	<b>12</b>	<b>2,513</b>	<b>2,525</b>
<b>Balance at 1 August 2017</b>	12	2,513	2,525
Surplus/(deficit) from the income and expenditure statement	5	131	136
Other comprehensive income	-	151	151
<b>Balance at 31 July 2018</b>	<b>17</b>	<b>2,795</b>	<b>2,812</b>

## BALANCE SHEET

As at 31 July 2018

		As at 31 July 2018	As at 31 July 2017
	Notes	£'000	£'000
<b>Non-current assets</b>			
Fixed assets	9	1,206	1,282
		<u>1,206</u>	<u>1,282</u>
<b>Current assets</b>			
Stock		1	1
Trade and other receivables	10	34	36
Cash and cash equivalents	14	3,984	3,498
		<u>4,019</u>	<u>3,535</u>
Less: Creditors: amounts falling due within one year	11	(919)	(683)
<b>Net current (liabilities)/assets</b>		<u>3,100</u>	<u>2,852</u>
<b>Total assets less current liabilities</b>		<u>4,306</u>	<u>4,134</u>
Creditors: amounts falling due after more than one year	12	(864)	(943)
<b>Provisions</b>			
Pension provisions	20	(630)	(666)
<b>Total net assets</b>		<u>2,812</u>	<u>2,525</u>
<b>Unrestricted Reserves</b>			
Income and expenditure reserve - endowment reserve	13	17	12
Income and expenditure reserve - unrestricted		2,795	2,513
<b>Total Reserves</b>		<u>2,812</u>	<u>2,525</u>

The financial statements were approved by the Governing Body on DATE and were signed on its behalf on that date by:



**Brian Brodie**  
*Chair of Governors*



**Janet Smith MBE**  
*Principal and Artistic Director*

## STATEMENT OF CASH FLOWS

Year ended 31 July 2018

		Year ended 31 July 2018	Year ended 31 July 2017
	Notes	£'000	£'000
<b>Cash flow from operating activities</b>			
Surplus for the year		136	274
<b>Adjustment for non-cash items</b>			
Depreciation	9	91	91
Decrease/(increase) in stock		0	1
Decrease/(increase) in debtors	10	2	72
Increase/(decrease) in creditors	11	157	(273)
Pension costs less contributions payable	21	115	120
<b>Adjustment for investing or financing activities</b>			
Capital grant receipts		(32)	(23)
Investment income	5	(9)	(4)
Endowment income	13	(5)	(2)
<b>Net cash inflow from operating activities</b>		<b>319</b>	<b>(18)</b>
<b>Cash flows from investing activities</b>			
Capital grant receipts		32	23
Investment income	5	9	4
Payments made to acquire fixed assets	9	(15)	(33)
		<b>26</b>	<b>(6)</b>
<b>Cash flows from financing activities</b>			
Endowment cash received	13	5	2
		<b>5</b>	<b>2</b>
<b>(Decrease)/increase in cash and cash equivalents in the year</b>			
	14	<b>486</b>	<b>252</b>
Cash and cash equivalents at beginning of the year	14	<b>3,498</b>	3,246
Cash and cash equivalents at end of the year	14	<b>3,984</b>	3,498



## NOTES TO THE FINANCIAL STATEMENTS

### 1. STATEMENT OF ACCOUNTING POLICIES YEAR ENDED 31 JULY 2018

#### **Basis of Preparation**

These financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP): Accounting for Further and Higher Education 2015 and in accordance with Financial Reporting Standards FRS102. The financial statements are prepared in accordance with the historical cost convention (modified by the revaluation of fixed assets and derivative financial instruments).

#### **Income Recognition**

Income from the sale of goods or services is credited to the Statement of Comprehensive Income and Expenditure when the goods or services are supplied to the external customers or the terms of the contract have been satisfied.

Fee income is stated gross of any expenditure which is not a discount and credited to the Statement of Income and Expenditure over the period in which the students are studying. Where the amount of the tuition fee is reduced, by a discount for prompt payment, income receivable is shown net of the discount. Bursaries and scholarships are accounted for gross as expenditure is not deducted from income.

Investment income is credited to the Statement of Income and Expenditure on a receivable basis.

The funds that the School receives as a paying agent on behalf of funding bodies are excluded from income and expenditure as we incur minimal risk and derive minimal economic benefit related to the transaction.

- **Grant Funding**

Government revenue grants including funding council block grant and research grants are recognised in income over the periods in which the School recognises the related costs for which the grant is intended to compensate. Where part of a government grant is deferred it is recognised as deferred income within creditors and allocated between creditors due within one year and after one year as appropriate.

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

- **Donations and Endowments**

Donations and endowments with donor imposed restrictions are recognised in income when the School is entitled to the funds. Income is retained within a restricted reserves until such a time that it is utilised in line with such restrictions at which point the income is released to general reserves through a reserves transfer. Donations with no restrictions are recognised in income when the School is entitled to the funds.

- **Capital Grants**

Government capital grants are recognised in income over the expected useful life of the asset. Other capital grants are recognised in income when the School is entitled to the funds, subject to any performance related conditions being met.



### **Accounting for Retirement Benefits**

The School offers two defined benefit schemes. Retirement benefits to employees of the School are provided by the Teachers' Pension Scheme (TPS) and the Local Government Pension Scheme (LGPS).

Under these defined benefit plans the School's obligation is to provide the agreed benefits to current and former employees, and the actuarial risk and investment risk are borne, in substance, by the School. The School therefore recognises a liability for its obligations under defined benefit plans net of plan assets.

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

The assets of the LGPS are measured using closing market values. LGPS liabilities are measured using the projected unit method and discounted at the current rate of return on a high quality corporate bond of equivalent term and currency to the liability. The increase in the present value of the liabilities of the scheme expected to arise from employee service in the period is charged to the operating surplus. The expected return on the scheme's assets and the increase during the period in the present value of the scheme's liabilities, arising from the passage of time, are included in pension finance costs. Actuarial gains and losses are recognised in the statement of total recognised gains and losses.

Further details of the pension schemes are given in Note 20.

### **Employee Benefits**

Short term benefits such as salaries and compensated absences are recognised as an expense in the year in which employees render service to the School. Any unused benefits are accrued and measured as the additional amount the School expects to pay as a result of unused entitlement.

### **Tangible Fixed Assets**

- **Land and buildings**

Land and buildings inherited from the Local Education Authority and acquired since incorporation are stated in the balance sheet at cost. Freehold land is not depreciated as it is considered to have an indefinite useful life.

Freehold buildings are depreciated over the expected useful economic life of 40 years.

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

- **Equipment**

Equipment costing less than £500 (2017: £500) per individual items in aggregate is written off to the income and expenditure account in the year of acquisition. All other equipment is capitalised at cost.

Inherited equipment has been identified and is depreciated on a straight line basis over its remaining useful economic life to the School calculated on an individual basis. All other equipment is depreciated over its useful economic life as follows:

NORTHERN SCHOOL OF CONTEMPORARY DANCE  
FINANCIAL STATEMENTS FOR YEAR ENDED 31 JULY 2018

General office furniture	5 years
Office plant and equipment	5 years
Computer equipment	3 years

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

#### **Leased Assets**

The School leases the basement of the Holy Rosary church which is used as a dance studio. Expenditure on operating leases is recognised on a straight line basis over the term of the lease.

#### **Stocks**

Stocks are stated at the lower of their cost and net realisable value. Where necessary, provision is made for obsolete, slow moving and defective stocks.

#### **Taxation**

The School is an exempt charity so benefits by being broadly exempt from Corporation tax on income it receives from tuition fees, interest and rents.

The School is exempted from levying VAT on most of the services it provides to students. For this reason the School is generally unable to recover input VAT it suffers on goods and services purchased.

#### **Provisions**

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

## 2. TUITION FEES AND EDUCATION CONTRACTS

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
<b>EDUCATION CONTRACTS</b>		
Local education authority	31	35
Other Education Contracts	227	219
<b>TUITION FEES, CHARGES AND SUPPORT GRANTS</b>		
Full time student fees:		
Home and other European Union	1,532	1,425
Non-European Union	286	228
Further Education - Home and other European Union	17	15
Further Education - Non European Union	0	0
	<b>2,093</b>	<b>1,922</b>

## 3. FUNDING BODY GRANTS

### Recurrent grant

OfS/ HEFCE recurrent grant	687	750
EFA/ SFA recurrent grant – FE provision	76	126

### Specific grants

HEFCE other grants	182	143
Arts Council England grants	109	56
Deferred capital grant released during the year:	55	25

<b>1,109</b>	<b>1,100</b>
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## 4. OTHER INCOME

Other capital grants	35	35
Other income	98	86
	<b>133</b>	<b>121</b>

## 5. INVESTMENT INCOME

Investment income	9	4
	<b>9</b>	<b>4</b>

## 6. STAFF COSTS

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
Staff costs:		
Wages and salaries	1,419	1,355
Social security costs	114	101
Other pension costs	278	243
	<b>1,811</b>	<b>1,699</b>

Average full time equivalent staff numbers by category:	No	No
Academic	25.3	22.8
Management and Specialist	13.7	14.6
Other	3.0	3.0
	<b>42.0</b>	<b>40.4</b>

### Senior Post Holders

Emoluments of the Principal:

Salary	£68,180	£67,449
Pension Contribution	<u>£11,236</u>	<u>£11,115</u>
	<u>£79,416</u>	<u>£78,564</u>

Principal Basic Salary Ratio	2.03	2.03
Principal Total Ratio Remuneration Ratio	2.36	2.37

No compensation for loss of office was paid to senior post holders during the year (2017 £nil)

### Key Management Personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the School. Staff costs includes compensation paid to key management personnel.

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
Key Management Personnel compensation	189	189

### Members of the Corporation

During the year, there were no transactions with members of the Corporation or organisations in which the members of the Corporation had an interest (2017 £nil).

The members of the Corporation did not receive any remuneration from the School during the year (2017 £nil).

Total expenses paid on behalf of the 20 members of the Corporation was £1,298 (2017 £881)

## 7. ANALYSIS OF TOTAL EXPENDITURE BY ACTIVITY

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
Teaching departments	137	128
Teaching support services	160	189
Other support services	38	31
Administration and central support services	258	157
General education services	163	167
Premises costs	252	238
Planned maintenance	181	94
Pension finance costs	16	20
Other income-generating activities	106	61
	<b>1,311</b>	<b>1,085</b>

### Other operating expenses include:

Auditors remuneration		
- internal audit	0	0
- external audit	12	12
- other services from either external or internal audit	2	2
(Gains)/losses on disposal of tangible fixed assets	0	0
Operating lease expenses	10	10

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## 8. TAXATION

The members of the Corporation do not believe the School was liable for any Corporation tax arising out of its activities during the year.

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## 9. TANGIBLE FIXED ASSETS

	Freehold Land and Buildings	Fixtures, Fittings and Equipment	Total
	£'000	£'000	£'000
<b>Cost or valuation</b>			
At 1 August 2017	2,035	1,048	3,083
Additions	0	15	15
Disposals	0	0	0
<b>At 31 July 2018</b>	<b>2,035</b>	<b>1,063</b>	<b>3,098</b>
<b>Depreciation</b>			
At 1 August 2017	857	944	1,801
Charge for year	50	41	91
Eliminated in respect of disposals	0	0	0
<b>At 31 July 2018</b>	<b>907</b>	<b>985</b>	<b>1,892</b>
<b>Net book value at 31 July 2018</b>	<b>1,128</b>	<b>78</b>	<b>1,206</b>
Net book value at 31 July 2017	1,178	104	1,282
Inherited	40	0	40
Financed by Funding Council capital grants	188	40	228
Financed from own resources	194	38	232
Financed by other capital grants	706	0	706
	<b>1,128</b>	<b>78</b>	<b>1,206</b>

Freehold land and buildings included £40K (2017- £40K) in respect of freehold land which is not depreciated.

Other tangible fixed assets inherited from the Local Education Authority at incorporation have been valued by the Corporation on a depreciated replacement cost basis with the assistance of independent professional advice.

Buildings with a net book value of £79,205 (2017: £83,190) and a cost of £158,956 (2017: £158,956) have been funded from Treasury sources: should these particular buildings be sold, the School would either have to surrender the proceeds to the Treasury or use them in accordance with the Financial Memorandum with the Higher Education Funding Council for England.

## 10. TRADE AND OTHER RECEIVABLES

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
<b>Amounts falling due within one year</b>		
Other trade receivables	6	9
Other receivables	3	4
Prepayments and accrued income	25	23
	<b>34</b>	<b>36</b>

## 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Trade payables	107	106
Social security and other taxation payable	0	0
Other payables	11	12
Accruals	412	306
Deferred income	331	222
Other creditors	58	37
	<b>919</b>	<b>683</b>

## 12. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

Other creditors	864	943
	<b>864</b>	<b>943</b>



### 13. ENDOWMENT RESERVES

	Unrestricted 2018 £'000	Unrestricted 2017 £'000
At 1 August 2017	12	10
New endowments	5	2
Expenditure for the year related to endowment balances	(0)	(0)
At 31 July 2018	<u>17</u>	<u>12</u>
<b>Balance represented by:</b>		
Cash at bank held for endowments	17	12
At 31 July 2018	<u>17</u>	<u>12</u>

### 14. CASH AND CASH EQUIVALENTS

	At 1 August 2017 £'000	Cash flows £'000	At 31 July 2018 £'000
Cash at bank and in hand	3,498	486	3,984
<b>Total</b>	<u><b>3,498</b></u>	<u><b>486</b></u>	<u><b>3,984</b></u>

### 15. EVENTS AFTER THE REPORTING PERIOD

There are no significant post balance sheet events.

### 16. CAPITAL AND OTHER COMMITMENTS

	Year Ended 31 July 2018 £'000	Year Ended 31 July 2017 £'000
Commitments contracted for at 31 July 2018	<u>0</u>	<u>0</u>
Authorised but not contracted for at 31 July 2018	<u>0</u>	<u>0</u>

## 17. LEASE OBLIGATIONS

Total rentals payable under operating leases:

	Year Ended 31 July 2018 £'000	Year Ended 31 July 2017 £'000
Land and buildings		
Payable during the year	10	10
Future minimum lease payments due:		
Not later than one year	0	5
Later than 1 year and not later than 5 years	0	0
Later than 5 years	0	0
Total lease payments due	<u>0</u>	<u>5</u>

## 18. RELATED PARTY DISCLOSURES

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

The School is an affiliate of the Conservatoire for Dance and Drama (CDD) through which funding is received.

## 19. ACCESS FUNDS

	Year ended 31 July 2018 £'000	Year ended 31 July 2017 £'000
Funding Council grants	49	56
Disbursed to students	(49)	(56)
Audit fees	0	0
Balance unspent at 31 July 2018	<u>0</u>	<u>0</u>

Funding Council grants are available solely for students: the School acts only as paying agent. The grants and related disbursements are therefore excluded from the Income and Expenditure account.

## 20. PENSION SCHEMES

The School's employees belong to two principal post-employment benefit plans: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the West Yorkshire Pension Fund (WYPF) for non-teaching staff, which is managed by Aon Hewitt. Both are multi-employer defined-benefit plans.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was 31 March 2012 and of the LGPS 31 March 2016.

<b>Total pension cost for the year</b>	<b>2018</b>	<b>2017</b>
	<b>£000</b>	<b>£000</b>
Teachers' Pension Scheme: contributions paid	159	148
Local Government Pension Scheme:	112	89
<b>Total Pension Cost for Year within staff costs</b>	<b>271</b>	<b>237</b>

Contributions amounting to £Nil (2017 £Nil) were payable to the schemes at 31st July and are included within creditors.

### Teachers' Pension Scheme (TPS)

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

### The Teachers' Pension Budgeting and Valuation Account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act 1972 and are paid by public funds provided by Parliament. 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 under arrangements governed by the above Act. Retirement and other pension benefits are paid by public funds provided by Parliament.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

## 20. PENSION SCHEMES (continued)

### Valuation of the Teachers' Pension Scheme

The latest actuarial review of the TPS was carried out as at 31 March 2012 and in accordance with The Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education (the Department) on 9 June 2014. The key results of the valuation are:

- New employer contribution rates were set at 16.48% of pensionable pay (including administration fees of 0.08%);
- total scheme liabilities for service to the effective date of £191.5 billion, and notional assets of £176.6 billion, giving a notional past service deficit of £14.9 billion;
- an employer cost cap of 10.9% of pensionable pay.

The new employer contribution rate for the TPS was implemented in September 2015.

A full copy of the valuation report and supporting documentation can be found on the Teachers' Pension Scheme website at the following location:

<https://www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx>

### Scheme Changes

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

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

In addition, the Proposed Final Agreement includes a Government commitment that those within 10 years of Normal Pension Age on 1 April 2012 will see no change to the age at which they can retire, and no decrease in the amount of pension they receive when they retire. There will also be further

transitional protection, tapered over a three and a half year period, for people who would fall up to three and a half years outside of the 10 year protection.

Regulations giving effect to a reformed Teachers' Pension Scheme came into force on 1 April 2014 and the reformed scheme commenced on 1 April 2015.

The pension costs paid to TPS in the year amounted to £104,000 (2017: £97,000)

### FRS 102 (28)

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

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

## 20. PENSION SCHEMES (continued)

### West Yorkshire Pension Scheme (WYPS)

The WYPF is a funded defined-benefit pension, with assets held in separate trustee administered funds. The agreed contribution rates for 2017/18 are 9.9% for employers and range from 5.5% to 9.9% for employees (based on salary bands).

The following information is based upon a full actuarial valuation of the fund at 31 March 2004 updated as at 31 July each year up to 31 July 2018 by a qualified, independent actuary. The major assumptions used by the actuary were:

	31 July 2018	31 July 2017
RPI Inflation	3.20%	3.10%
CPI Inflation	2.10%	2.00%
Rate of increase in salaries	3.35%	3.25%
Rate of increase in pensions	2.10%	2.00%
Rate of increase to deferred pensions	2.10%	2.00%
Rate of revaluation of pension accounts	2.10%	2.00%
Discount rate for liabilities	2.80%	2.60%

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

	31 July 2018	31 July 2017
Retiring today		
Males	22.1	22.1
Females	25.3	25.2
Retiring in 20 years		
Males	23.1	23.0
Females	27.1	27.0

The following amounts have been recognised in the performance statements in the year to 31 July 2018 under the requirements of FRS102:

#### **Amounts included in the Statement of Comprehensive Income Statement in respect of the plan are:**

	2018 £'000	2017 £'000
Current service cost	172	143
Past service cost	0	0
Interest on net defined benefit liability	16	20
Pension expense recognised in the Statement of Comprehensive Income	188	163

#### **Amounts recognised in Other Comprehensive Income**

	2018 £'000	2017 £'000
Asset gains arising during the period	73	164
Liability losses arising during the period	78	131
(Deficit) / surplus in the scheme	151	295

## 20. PENSION SCHEMES (continued)

### Movement in net defined benefit liability in the year:

	2018 £'000	2017 £'000
School's estimated asset share	2,278	2,070
Present value of scheme liabilities	(2,908)	(2,736)
(Deficit) / surplus in the scheme	(630)	(666)

	2018 £'000	2017 £'000
Net defined benefit liability in scheme at 1 August	(666)	(841)
Movement in year:		
Current service charge	(172)	(143)
Contributions	73	43
Exceptional pensions past service credit	0	0
Net interest/return on assets	(16)	(20)
Actuarial gain or (loss)	151	295
Net defined benefit liability at 31 July	(630)	(666)

### Asset and liability reconciliation

#### Changes in the present value of defined benefit obligations

	2018 £'000	2017 £'000
Defined benefit obligations at the start of the period	2,736	2,647
Service cost	172	143
Interest cost	71	64
Employee contributions	39	46
Actuarial (gains)/loss	(78)	(131)
Benefits paid	(32)	(33)
Liabilities at end of period	2,908	2,736

#### Changes in fair value of plan assets

	2018 £'000	2017 £'000
Fair value of plan assets at start of period	2,070	1,806
Expected return on assets	55	44
Actuarial gain/(loss)	73	164
Employer contributions	73	43
Employee contributions	39	46
Benefits paid	(32)	(33)
Assets at end of period	2,278	2,070

## **21. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION UNCERTAINTY**

In preparing these financial statements, management have made the following judgements:

- Determine whether leases entered into by the School either as a lessor or a lessee are operating or finance leases. These decisions depend on an assessment of whether the risks and rewards of ownership have been transferred from the lessor to the lessee on a lease by lease basis.
- Determine whether there are indicators of impairment of the School's tangible assets. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Other key sources of estimation uncertainty

- Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate.

- West Yorkshire Pension Fund

The present value of the West Yorkshire Pension Fund defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in Note 21, 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 July 2018. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.