



**REPORT AND FINANCIAL STATEMENTS
FOR THE
YEAR ENDED 31 JULY 2024**

Key Management Personnel, Board of Governors and Professional Advisers

Key management personnel

Key management personnel are defined as members of the College Leadership Team and were represented by the following in 2023/24:

Lindsay Pamphilon – Chief Executive Officer and Principal (College Group) and Accounting Officer
Eva Dixon – Chief Operating Officer (College Group)
Mitzi Gibson – Executive Director HR & Professional Development (College Group) (until 7 January 2024)
Kam Dehal – Executive Director Commercial and Partnerships (College Group)
Rebecca Taylor – Vice Principal – Curriculum & Standards (College Group)

Board of Governors

A full list of Governors is given on pages 19 and 20 of these financial statements.
Mrs S Glover acted as Clerk to the Corporation throughout the period.

Financial Statements and Regularity Auditor:

Buzzacott LLP
130 Wood Street
London
EC2V 6DL

Internal Auditors:

Scrutton Bland
Fitzroy House
Crown Street
Ipswich IP1 3LG

Bankers:

NatWest Bank PLC
2nd Floor Turnpike House
123 High Street
Crawley RH10 1DQ

Barclays Bank PLC
1 Churchill Place
London E14 5HP

Lawyers:

Knights PLC
The Brampton
Newcastle-Under-Lyme
Staffordshire
ST5 0QW

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REPORT OF THE CORPORATION

NATURE, OBJECTIVES AND STRATEGIES:

The Members of the Corporation present their report and the audited financial statements for the year ended 31 July 2024.

Legal Status

The Corporation was established under The Further and Higher Education Act 1992 for the purpose of conducting East Surrey College. The College is an exempt charity for the purposes of Part 3 of the Charities Act 2011.

Corporation Name

The Corporation was incorporated as East Surrey College Corporation on 1 April 1993.

On 1 February 2019, East Surrey College merged with John Ruskin College. The two college campuses operate as East Surrey College Corporation trading as Orbital South Colleges (OSC).

Strategy

The Corporation approved the College Group's three-year Strategic Plan for 2022-2025 at their Corporation meeting on 7 July 2022, established in consultation with all stakeholders over the course of six months, including staff, students, employers, education and civic partners, charities etc. The board recommended that due to the current and future changes, such as the introduction of Local Skills Improvement Plans, ONS reclassification, devolution and the cost-of-living crisis, a three-year strategy enabled opportunity to be agile to political and education changes. Progress against Year 2 objectives and targets were presented to Governors at the Corporation Strategy Committee on 9 May 2024. Progress against targets is good with significant numbers being Met and where this has not been the case this was linked to changes in education landscape or competing priorities. Operational objectives and targets are set annually and monitored by Committees through the College's formal termly Performance Reviews which are attended by Governors and through formal reporting to the Corporation Board at their Self-Assessment Workshop in July each year.

The College's Mission, as approved by its members, is:

- To provide inspirational, inclusive and high-quality education and training which:
 - Empowers individuals
 - Creates a talent pipeline for employers
 - Enriches our local and wider communities

Values:

- Clarity, Responsibility, Innovation, Quality, Openness and Aspiration.

The College Group is in the process of reviewing its Values working with staff and student stakeholders.

Public Value Statement

The East Surrey College Corporation seeks to add value to the social, economic and physical well-being of the communities it serves. It does this through a defined educational character, vision and mission, through strategic aims and overarching values. The wider community is defined as all partners who have an interest in promoting educational advancement of individuals to benefit business, the local economy, and the community as a whole.

REPORT OF THE CORPORATION (continued)

Public Benefit

The East Surrey College Corporation trading as Orbital South Colleges (the College, or OSC) is an exempt charity under Part 3 of the Charities Act 2011. Following the Machinery of Government changes in

July 2016, the Secretary of State for Education regulates the FE Sector of which this College is part.

The Members of the Corporation, who are trustees of the charity, are disclosed on pages 19 and 20.

In setting and reviewing the College's strategic aims, objectives and targets, the Corporation has had due regard for the Charity Commission's guidance on public benefit and particularly upon its supplementary guidance on the advancement of education. In delivering its mission, the College provides the following identifiable public benefits through advancement of education:

- High quality teaching, learning and assessment to benefit learning and achievement;
- Widening participation and tackling social inclusion reducing achievement gaps and maximising positive outcomes;
- Excellent employment and progression records for students through the development of workplace and personal behaviours and through engagement in work experience;
- Strong student support systems;
- Strong links with employers, industry and commerce and Local Enterprise Partnerships to ensure training meets skills needs.

These public benefits are further drawn out and illustrated in various sections of this Report.

Implementation of the Strategic Statement

The College's strategic aims for 2023/24 were:

1. We co-create an innovative curriculum through high quality teaching/training, learning and assessment, fostering a culture of personal and professional transformation
2. We promote and celebrate an inclusive, diverse community where everyone feels safe, heard, valued and happy
3. We build agile, collaborative and complementary partnerships that contribute positively to sustainable communities
4. We manage robust finances, resources and delivery structures which enable us to invest in the sustainable future of the College community

The College sets specific objectives for each year against these aims and with associated targets. Progress against these are reported to College Governors within committees, at Corporation, at formal Performance Reviews and at the Strategy Meeting in October.

REPORT OF THE CORPORATION (continued)

In 2023/24, the College's key quality and community targets were:

- The curriculum offer is designed with partners, creating career pathways, which meet student interests, local, regional, and national priorities. **MET**
- Teaching, learning, and assessment is highly creative and of consistently high quality. Learning activities and content stretch and challenge students to be aspirational, independent, reflective, and motivated lifelong students. **MET**
- Curriculum implementation is strong. Design is coherently planned with sequenced goals so that students attain knowledge, behaviours, and skills to equip them for future life, learning and employment. **MET**
- Students achieve well on their programmes achieving excellent skills and outcomes that meet their individual need. **MET**
- Careers Guidance IAG is delivered through a comprehensive Careers Programme, meeting all Gatsby standards, and tailored to individual needs. **MET**
- Our community feel safe in College and know where to go if they need support. **MET**
- We support personal development, engagement, safety and the wellbeing of our community. **MET**
- Students have access to an informed and inclusive learning and enrichment programme that supports their civic responsibility, personal development, physical well-being, good mental health and promotes personal safety. **MET**
- All staff promote a culture of 'positive behaviour management' and celebration of student success. **MET**
- Staff enjoy working for the College, feel valued and their well-being is supported. **Partially MET**
- We support, recognise, value, and celebrate the diversity, equality of opportunity, inclusion, social equality and successes of our community. **MET**
- Closely aligned strategic partnerships and collaborations with other Colleges, sub-contractors, LSIPs, Chambers of Commerce, councils, charities, funding partners and others are nurtured to enable new projects and opportunities for growth. **MET**
- Our partnership working with schools supports transitioning to the College, and demographic growth needs.
- Excellent partnerships with employers and parents in all aspects of the student / apprenticeship journey. **MET**
- Our work to develop skills and needs aligns with local and national priorities and develops new partnerships. **MET**
- University partnerships and validations enable local people to have more opportunities to study at higher levels locally. **MET**
- Robust financial management and governance oversight is upheld. **MET**
- Effective budget planning ensures an annual operational surplus of between Breakeven - 5%. **MET**
- Property strategy is well understood and reviewed frequently to adapt to the needs of the College. **MET**
- Staffing structures and a high-performing workforce enables OSC to fulfil its mission and targets **MET**
- Staff understand the accountabilities of their role and their contribution to the sustainability of OSC and to the safeguarding of its assets. **PARTIALLY MET**
- Sustainability strategy is well understood and embedded in our ways of working. **PARTIALLY MET**
- ICT strategy and systems enables OSC to fulfil its mission and targets. **MET**

The College received an Ofsted Monitoring inspection in November 2023. The report recognised the significant progress the College had made to improve the quality of feedback for Apprentices, the management of student behaviour and the progress made to address attendance and careers advice and guidance for apprentices.

REPORT OF THE CORPORATION (continued)

Financial objectives:

The College's strategic aim: *To generate strong finances and robust delivery structures that enable future investment and sustainability* is underpinned by the following objectives:

- Long term sustainability prioritised through sourcing of opportunities for growth, bidding and pursuit of new funding streams - **MET**
- Robust financial management and governance oversight is upheld resulting in the College financial health to be at least 'Good'- **MET**
- Effective budget planning to enable continued investment in meeting the College strategic plan – **MET**
- Targeted staffing increases and introduction of new courses as referred to elsewhere in the report – **MET**
- Enhanced efficiency of internal systems and cost effectiveness of curriculum delivery – **MET**

The College monitors its performance through a series of performance indicators. The key performance indicators for 2023/24 were:

- Good financial health to be sustained with ratios for Good financial health met:
 - Performance ratio (EBITDA) - Between Breakeven and 5% **MET**
 - Current ratio - above 1.2 **MET**
 - Borrowing as a % of Income - below 40% **MET**
 - Staff costs as a % of Income - below 66% **MET**

The College achieved its financial objectives in 2023/24.

Further information relating to quality and financial objectives are stated in the relevant sections within this report. Overall, the College expects to have significantly met its objectives/targets and made significant progress against the remaining objectives.

The College's Self-Assessment report for 2023/24 is presented in draft to Learning and Quality Committee in November 2024 and, with amendments, to the Corporation in December 2024 at which the Corporation is expected to delegate final sign off to the Chair of Learning and Quality and members of that Committee in January 2025. This should therefore be seen as a progressive position. The College has achieved its financial objectives and maintained its financial health.

REPORT OF THE CORPORATION (continued)

FINANCIAL POSITION

Financial results

The College incurred an operating surplus of £938k in the year (2023 – deficit £696k), with total comprehensive income of £769k (2023 - £3,143k). As at 31 July 2024, the College had accumulated reserves of £38,286k (2023 - £37,517k) and a cash and short term investment balance of £15,398k (2023 – £11,069k). The College will continue to focus on viable operating models to continue building its reserves and cash balances to enable capital investment and revenue growth and sustainability to build a long term future.

Fixed asset additions of £880k were made in the year as part of the College’s capital programme and significant investment in facilities. £416k related to improvements funded by the Local Skills Improvement Fund to provide state of the art technologies in immersive rooms, hacking suites plus improvements to workshops. The remainder was spent on investment in IT hardware and security across all sites and energy efficiency projects.

The College has significant reliance on the Education and Skills Funding Agency for its principal funding source, largely from recurrent grants. In 2023/24 the Education and Skills Funding Agency provided 80% (2023 – 78%) of the College’s total income.

The College has one subsidiary company, Surrey Skills Limited. The subsidiary was dormant in 2023/24.

The College has net assets of £38,286k (2023 - £37,517k).

The College faced an increase in costs from the Teacher’s Pension Scheme (TPS) from April 2024. The Government has committed to paying the increases in the Employer’s contribution to TPS until July 2025. In addition, National Insurance Contributions will increase from April 2025. If further commitments are not received the College faces a significant increase in its cost base after this date.

People

The College employed some 413 headcount (312 FTE) staff, full-time and fractional, in a range of curriculum and support functions during the year (see note 8). Within this number, the College employed 23 FTE of sessional staff to deliver primarily on its Community Learning courses and supporting its high needs students.

Reputation

The College has a strong reputation locally and nationally, reinforced by continuing engagement with stakeholders and through continued good quality reporting. The College has grown its student cohort by successful partnership working with a range of agencies and by a responsive approach to local employer needs as well as students and parents. This includes ongoing relationships and partnerships with Employers through the Care and Construction Academies, to better meet the needs of these sectors.

REPORT OF THE CORPORATION (continued)

Treasury policies and objectives

Treasury management is the management of the College's cash flows; its banking; money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks. The College has a separate Treasury Management Policy in place.

The College currently has a long-term loan outstanding of £2.1m (2023: £2.4m).

Cash flows and Liquidity

Net cash inflow from operating activities stood at £2,587k (2023: £1,963k). The positive net cash flow resulted from increased activity and working capital management.

The size of the College's total borrowing and its approach to interest rates has been calculated to ensure a reasonable cushion between the total cost of debt servicing and operating cash flow. During the year the operating cash inflows comfortably exceeded the College's outgoings.

Reserves Policy

The college had no formal Reserves Policy during 2023-4 but drew one up after year-end to guide financial decision-making in future. The policy gives guidance on the minimum level of cash working capital and unrestricted reserves balances to ensure the college can both meet any short-term obligation but also ensure long-term sustainability.

The principles of the reserves policy are:

- to maintain sufficient free reserves to enable the College to meet its charitable purpose and continue to provide a public benefit to students and other stakeholders;
- to balance expenditure on current students and stakeholders against ensuring that facilities and services have sufficient investment to improve and endure for future students and stakeholders;
- to maintain a level of reserves that are prudent for the College to be considered a going concern but may include restricted reserves such as funds applied to tangible fixed assets or reserves designated/restricted to a certain purpose; and
- to cap the level of cash reserves to avoid excessive retention of cash that is not designated for investment in the student experience.

The College would wish to maintain Net Current Assets of approximately 3 months of the expected annual income to protect operations in the following year against in-year changes to funding rules, the uncertainties of student recruitment and commercial income generation. The required level of reserves excludes the impact of FRS102 (local government pension provision).

The College currently holds £23k (2023: £23k) of restricted reserves. As at the balance sheet date, unrestricted reserves are stated at £38,263k (2023: £37,494k).

Going Concern

After making appropriate enquiries, the Corporation considers that the College 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.

REPORT OF THE CORPORATION (continued)

Performance indicators

Strategic aim 1: We co create an Innovative curriculum through high quality teaching/training, learning and assessment, fostering a culture of personal and professional transformation

- The DAS employer survey confirms high quality and the satisfaction rate for 2023/24 at 95% (2022/23 - 95%)
- 16-18 achievement rates for Level 3 Diplomas meet national rates at 84.3%
- 16-18 achievement for Level 2 Diplomas exceed national rates at 85.1%
- Adult achievement is 85.2%, increasing from 22/23
- Apprenticeship achievement met our target of 59%, an improvement of 4.4 percentage points from 2022/23
- Ofsted monitoring inspection outcome in November 2023 resulted in 2 judgements of 'significant progress' and 1 judgement of 'reasonable progress'

Strategic aim 2: We promote and celebrate an inclusive, diverse community where everyone feels safe, heard, valued and happy

- Student voice reflects high levels of satisfaction
- The College continues to expand its celebration of diversity with events such as 'proud to be me' week
- Staff voice reflects high levels of satisfaction, they feel safeguarding is effective and are aware of the support services available
- CPD for support and teaching staff has provided expertise and focus on understanding the teenage brain, how to create positive connections with young people and support/challenge appropriately and with confidence

Strategic Aim 3: We build agile, collaborative, and complementary partnerships that contribute positively to sustainable communities

- Surrey FE has developed well with competitions run across the colleges and a joint Teaching Conference in July 2024
- High quality provision is provided by sub-contracts which is audit compliant
- New relationships formed to support college strategies to include Epsom Refugee Network, Status Employment etc.

Strategic Aim 4: We manage robust delivery structures and generate strong finances which enable us to invest in the sustainable future of the College community

- Study programme numbers strong against allocation
- AEB meeting allocation
- Apprenticeship recruitment met its target of 210 new starts in 2023/24

College Achievements

The College delivered a growth strategy in 2023/24 increasing 16-18 student numbers, with much growth taking place at John Ruskin College. The College was awarded three contracts by Croydon Virtual School enrolling approximately 60 Key Stage 4 unaccompanied asylum seekers. Rail Futures partnership ensured 8 cohorts of Rail Engineering to unemployed adults.

During 2023/24, the College has continued to monitor improvements in both Curriculum and Support departments through Quality Improvement Plans, which rigorously challenge all areas to continually improve, with particular emphasis on any areas of under-performance. The Ofsted Monitoring visit in 2023 noted the significant improvements the College had made.

REPORT OF THE CORPORATION (continued)

A shift in the maturity and experience of young people was noted in term one and resulted in the College teams reviewing and refining behaviour management practices. Implementing these practices, which, combined with partnerships with the local police teams, resulted in continued improvements in behaviour skills by young people throughout the remaining two terms. The College's work in this area was also acknowledged by Surrey Police who gave the College a further Commendation in reducing Anti-Social Behaviours in the community.

The College has Matrix Accreditation. The College was also graded as Bronze by QAA in the TEF (Teaching Excellence Framework) higher education review and has since seen sustained increases in continuation and completion rates. The College works with University of Chichester as its validating partner and has a formal progression partnership with the University of the Creative Arts. The College has an MOU with London South Bank University for a range of purposes including joint bidding activity.

Student Achievements 2023/24

We are proud of the range and diverse opportunities our students take part in, both locally and nationally, driving up aspiration and passion for students and staff. In 23/24, the college group particularly benefited from the competition opportunities afforded by the growing SurreyFE activities and relationships. This included:

Digital competition 'creative AI for Positive Change'

SEND competition for sustainable product development- 1st place

Carpentry competition.

SurreyFE 'Design our Logo' competition- 1st place

At the AHT (Association of Hairdressers and Therapists) annual competition in Blackpool, we achieved 1st place for Gender Transformation (Tai Gentles), 2nd place for Bridal (Ava Biggle) and 3rd place for Gender transformation (Oaklan Brennan)

Motor Sports competition

Croydon Stands Tall giraffe designs- winner Kelvine Bersamin from John Ruskin College

Gatwick Apprentice of the Year was awarded to Billy Marsh who is completing an engineering Technician standard

Writing competition- Praveen Selvarasa, supported by his English GCSE teacher, successfully submitted a short story to the young writers' national competition. Praveen's story was published in April 2024 as part of the compilation under the theme 'The Glitch'.

Students from Reigate School of Art's Heraldic Art, Calligraphy and Illumination course were given the honour of creating a special commemorative scroll to present to King Charles III on behalf of the Borough of Reigate and Banstead.

REPORT OF THE CORPORATION (continued)

Curriculum Developments

The College continues to offer a broad curriculum to young people and adults that extends from Entry Level to Higher Education provision (Pre-entry to Level 5 with a few courses at Level 6). The College's curriculum offer is closely aligned to local employment prospects underpinned by regional and local data, employer engagement and DWP vacancy information.

Provision is in the Subject Sector Areas of:

- Art and Design, Media Production, Photography and Music Production (Reigate School of Art) – focusing on commercial and creative arts;
- Digital Design and Development, Computing Infrastructure, Cybersecurity, Games design and Animation;
- Business and Accountancy;
- Construction Design, Civil Engineering, Quantity Surveying;
- Engineering (Electrical and Mechanical) Motor Vehicle Maintenance and Motorsport;
- Hairdressing, Beauty Therapy, Media Make-Up and Spa Therapy;
- Health and Social Care and Early Years, including Access to Nursing;
- Community Learning including Languages and Creative wellbeing;
- SEND provision including Supported Internships ;
- NEET engagement - 'Get Ready';
- Employability programmes for adults ;
- Public Services, Applied Science and Sport;
- Maths and English and ESOL;
- Travel and Tourism / Aviation Operations; and
- Teaching, Assessing, Coaching and Mentoring.

Curriculum Developments in 2023/24 include:

- Supported Internship for young people without an EHCP – pilot in partnership with SCC;
- T level in Engineering (Electrical/Electronic and Manufacturing);
- LEAP (NEET engagement) at JRC;
- Sector Based Work Academies in Construction, Care and Learner Support Assistant;
- Horticulture and cooking provision for adults with supported learning needs (community Learning);
- Certificate in coaching and mentoring for employed adults in a supervisory role;
- Family learning for the Electively Home Educated community; and
- ESOL for adults at level 2 to support the Ukrainian community.

REPORT OF THE CORPORATION (continued)

Stakeholder engagement

The College's curriculum maps to the regional LSIF priority areas, national priorities and local employment needs evidenced through working with sector skills organisations, the Surrey Employment and Skills Board, local Business Leaders groups, employers in the ESC/Care Academy group and through discussions with local councils and local employers.

Validation of Foundation Degrees is through University of Chichester with whom a highly productive relationship has developed. This includes developments around the new Degree Apprenticeship for Quantity Surveying and for two full Degrees. A formal MOU is in place with London South Bank University, with other partnerships with Thales and UK Power Networks.

The College delivers Community Learning across East and Mid Surrey: Reigate and Banstead, Epsom and Ewell, Dorking and the Mole Valley. The Gatton Point site is open on Saturdays, attracting adult students to the College and the WEA continues to offer non-qualification programmes for specific student cohorts at venues around Surrey. This includes 'hard to reach adults', adults with learning difficulties and disabilities and families through working with family centres in the community. The College is open some evenings, benefiting local people who wish to develop their skills.

Payment Performance

The Late Payment of Commercial Debts (Interest) Act 1998, which came into force on 1 November 1998, requires Colleges, in the absence of agreement to the contrary, to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received. The target set by the Treasury for payment to suppliers within 30 days is 95%.

During the accounting period 1 August 2023 to 31 July 2024, the College paid 66% of its invoices within 30 days (2023 - 74%), with average payments being made within 43 days (2023 - 38 days). The College incurred no interest charges in respect of late payment for this period.

Events after the End of the Reporting Period

There are no post balance sheet events that require disclosure.

Future Prospects

The widespread demographic decline continues to reverse with particularly sharp growth in Reigate and Banstead, from where the College's heaviest recruitment stems for 16-18s and adults. The College positioned itself to take advantage of the upturn and continues to develop additional income streams and partnerships to ensure the College's long-term sustainable future. This has contributed to robust apprenticeship growth.

Partnerships have always been important to ESC and as a result have grown significantly, particularly over the past three years and especially since merger. The College is aware of mergers and collaborative activity taking place in the region and has continually sought to ensure a strong future that enables it to maintain and grow a strong market share. Since merger with John Ruskin College, the College has positioned itself in the south London area and continues to seek a range of proactive partnerships and engagements in the area, for example local authorities, charities, schools, and employers. The Colleges have taken active roles in contributing to the Local Skills Improvement Plans and have worked with employers in health and social care, digital, construction, and green technologies particularly to collaborate on specific curriculum design, as well as being successful in accessing funding to develop new resources in business, IT, domestic engineering etc.

REPORT OF THE CORPORATION (continued)

PRINCIPAL RISKS AND UNCERTAINTIES

The College has continued to develop and embed systems of internal control including financial, operational and risk management designed to protect the College's assets and reputation.

Based on the Strategic Statement, the Risk Management Committee ('RMC') undertakes a formal, termly comprehensive review of the risks to which the College is exposed. The Committee identifies systems and procedures including specific preventative and containment actions, which should mitigate any potential impact on the College. In addition to the annual review, the 'RMC' considers any risks, which may arise from a new area of work undertaken by the College.

The 'RMC' meets three times per year. Its membership consists of a cross section of the College Executive, Directorate and Heads of Department. The identification of risks is an embedded part of the various team meetings. The risks identified at these meetings are collated and the risk register updated accordingly. This Committee reviews the Risk Register to ensure the information contained is relevant, assess the score allocated and amend the risks as appropriate.

The Risk Register is divided into sections, maintained at the College level, each section is allocated to a specific Corporation Committee for review each term. The Risk Register identifies key risks, the likelihood of those risks occurring, their potential impact on the College and actions taken to reduce and mitigate the risks. Risks are prioritised using a consistent scoring system. It is the key 'high rated' risks that governors focus on in committees.

Outlined below is a description of the principal risk factors that may affect the College. Not all the factors are within the College's control. Other factors besides those listed below may also adversely affect the College.

1. Government Funding

The College continues to have considerable reliance on continued government funding through the further education sector funding bodies and through OfS. In 2023/24, 95% of the College's revenue, was ultimately publicly funded and this level of requirement is expected to continue. The controls resulting from the Insolvency Regime for the FE Sector, are now embedded in College operations and the consequent impact on College operations is that of making the sector a high risk organisation resulting in risk ratings of high with pensions and banks. The Government have also committed to paying Colleges for the increase to the Teacher's Pension Scheme contributions, at least until 31 July 2025.

REPORT OF THE CORPORATION (continued)

The College is aware of several issues which may impact on future funding:

➤ **Achieving 16-18 learner targets**

Demographic data indicates an increase in future years and therefore, the College expects to see an increase in numbers of applications and enrolments. There are many schools and Academies with small numbers in their Sixth Form and this presents a very competitive market for students aged 16. The College receives many applications from 17-year-old students who are funded at a lower rate.

Mitigations:

- The College curriculum offer is attractive and is annually reviewed. It offers good progression routes to higher levels and into employment.
- There is continued focus on student progression and on careers. Students progress very well to higher levels, employment (predominantly apprenticeships).
- There is very good engagement with schools and the reputation of the College is strong.
- Strong partnership working with organisations to secure further number growth, to enhance student experience and offer complementary provision.
- The College continues to plan for its capital building strategy and capacity for growing the offer with a continued increase in local numbers.

➤ **The risks to the other funding streams including the Community Learning Funding is being mitigated by:**

- Ensuring the College is rigorous in delivering high quality education and training.
- Regularly reviewing the offer, timing and availability of courses to maximise recruitment.
- Engaging effectively with local community groups to raise awareness of the offer and to introduce new provision based on local identified interest and need.
- Ensuring the College is focused on those priority sectors which will continue to benefit from public funding.

2. Tuition Fee Policy

There have been no changes to tuition fee assumption, which remains at 50%. In line with the majority of colleges, East Surrey College will seek to increase tuition fees in accordance with the fee assumptions and market information. The risk for the College is that demand decreases as fees increase. This will impact on the growth strategy of the College.

This risk is mitigated in a number of ways:

- By ensuring the College is rigorous in delivering high quality education and training, thus ensuring value for money for students.
- Close monitoring of the demand for courses as prices change.
- Regular review of the offer to ensure it meets local employment requirements and student needs and does not simply duplicate provision in the locality unless there is evidenced unmet interest.

REPORT OF THE CORPORATION (continued)

3. Failure to maintain the financial viability of the College

The College's calculated financial health grade, based on the CFFR, is classified as 'Good', the College self-assesses as 'Good' due to the risks discussed in this report. This is largely the consequence of the development of the High Needs Provision and new provision that responds to the needs of our Employers. Notwithstanding that, the continuing challenge to the College's financial position remains:

- The constraint on further education funding arising from the ongoing cuts in public sector spending whilst maintaining the student experience.
- The increased risk classification of the College, resulting in higher costs in funding pension liabilities and ability to raise capital financing to fund growth.

This risk is mitigated in a number of ways:

- Effective marketing, an effective and robust curriculum plan, consultation with stakeholders, as well as maintaining excellent accommodation on Gatton Point North and teaching resource;
- By rigorous budget setting processes and sensitivity analysis;
- Regular in year budget monitoring;
- Robust financial controls;
- Exploring ongoing procurement efficiencies; and
- Bidding for capital and revenue funding where available including the Local Skills Improvement Funds (LSIFs).

STAKEHOLDER RELATIONSHIPS

The College recognises the importance of stakeholder relationships and engages in regular communication with its wide range of stakeholders through its social media, electronic communication methods and face to face contact meetings. Stakeholders include:

- Students;
- Education Funding Bodies;
- Schools, including those with sixth forms;
- Staff;
- Local employers: large, SME and micro-businesses;
- Local Authorities and County Councils;
- Local Enterprise Partnerships (LEPs);
- Local Skills Improvement Funds (LSIFs);
- Employer Organisations;
- Sector Skills representative bodies;
- Awarding Bodies;
- The local community;
- DWP/JCP;
- Other FE and HE institutions; and
- Trade Unions.

REPORT OF THE CORPORATION (continued)

Equal Opportunities and Employment of Disabled Persons

East Surrey College is committed to ensuring equality of opportunity for all who learn and work here. We respect and value positively differences in race, gender, sexual orientation, ability, class and age. We strive vigorously to remove conditions, which place people at a disadvantage and we actively combat bigotry. This policy will be resourced, implemented and monitored on a planned basis.

The College has adopted a Single Equality Scheme, published on the College's Internet site. The College is a "Disability Confident" employer, committed to the principles and objectives of the "Disability Confident" scheme.

Disability Statement

The College seeks to achieve the objectives set down in the Disability Discrimination Act 1995 as amended by the Special Education Needs and Disability Act 2001 and 2005, and in particular makes the following commitments:

- a) The College has automatic doors to all entrance points, disabled ramps and lift access where reasonable to do so;
- b) There is a wide range of specialist equipment, such as adaptive keyboards and voice recognition software, which the College can make available for use by students;
- c) Information on choosing and enrolling on a course is included in the College Charter;
- d) Appeals against a decision not to offer a place are dealt with under the Complaints Policy;
- e) The College has invested in the appointment of specialist lecturers to support students with learning difficulties and/or disabilities. The College works with specialist institutions such as the SCC Sensory Support Service for students requiring visual/sensory aid support and expertise. The College employs learning support assistants who can provide a variety of support for learning. There is an extensive programme of staff development to ensure the provision of a high level of appropriate support for students who have learning difficulties and/or disabilities, or who have particular support needs such as mental health issues;
- f) Specialist programmes described in programme information guides, and achievements and destinations are recorded and published in the standard College format. This includes a Supported Internship programme for students with high support needs;
- g) Information on counselling and welfare services is included in the College Charter and the College has a counselling service over 3 days a week; and
- h) The College has DDA compliant lifts at both of its main sites and ensures that there is colour and contrast in its colour schemes.

Trade Union Facility Time

The College recognises the University and College Union and Unison Trade Unions. In the year from 1 August 2023 to 31 July 2024 there were no requests from Unison staff for trade union facility time and there were 14.4 hours for the University and College Union.

REPORT OF THE CORPORATION (continued)

Disclosure of Information to Auditor

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

Approved by order of the Members of the Corporation on 12 December 2024 and signed on their behalf by:

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

Robert Pickles
Chair

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL

The following statement is provided to enable readers of the annual report and financial statements of the College to obtain a better understanding of its governance and legal structure.

The College endeavours to conduct its business:

- i. In accordance with the seven principles identified by the Committee on Standards in Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership);
- ii. In full accordance with the guidance to colleges from the Association of Colleges in the Code of Good Governance for English Colleges (“the Code”); and
- iii. Having due regard to the UK Corporate Governance Code 2016 insofar as it is applicable to the further education sector.

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

In the opinion of the Governors, the College complies with all the provisions of the Code and it has complied throughout the year ended 31 July 2024. The Corporation recognises that, as a body entrusted with both public and private funds, it has a particular duty to observe the highest standards of corporate governance at all times. In carrying out its responsibilities, it takes full account of the Code of Good Governance for English Colleges first issued by the Association of Colleges in March 2015, which it formally adopted in July 2015. Since this date, there have been a number of revisions and the Corporation has continued to adopt the Code.

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

Public Benefit Statement

The College seeks to add value to the social, economic and physical well-being of the community it serves. It does this through a defined educational character, vision and mission, which inform the strategic aims, reviewed annually and through its overarching values. The wider community is defined as all partners who have an interest in promoting educational advancement of individuals to benefit business, the local economy and the community as a whole.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

MEMBERS OF THE CORPORATION

The Corporation

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

Name	Date appointed/ reappointed	Term of office	Date resigned/end of term of office	Status of appointment	Committees served	Attendance
Jennifer Adamson	6 July 2023	4 years		Independent Member	Learning and Quality: (Chair from Feb 2024) Search and Governance Senior Post Holders Employment Strategy	10 out of 10
Bridgette Anderson	8 December 2022	4 years		Independent Member	Learning and Quality Strategy	5 out of 8
Hazel Beveridge	6 July 2023	4 years		Independent Member	Finance and Resources Strategy	6 out of 8
Timothy Bevans	6 July 2023	4 years		Independent Member	Learning and Quality Strategy	6 out of 8
Robert Pickles	06 July 2017 1 August 2021	4 years 4 years		Independent Member	Strategy: Chair Search and Governance: Chair Finance and Resources Corporation Board: Chair (from 2 November 2022)	11 out of 12
Simon Bland	14 December 2017 1 January 2022	4 years 4 years		Independent Member	Finance and Resources Search and Governance Senior Post Holders Employment (Chair) Strategy Corporation Board: Vice Chair (from 1 Jan 2024)	8 out of 12
Dorcas Eyenga	1 October 2023	1 year	31 July 2024	Student Member (JRC)	Learning and Quality	5 out of 6
Karen Feenstra	7 December 2023	4 years		Independent Member	Audit Strategy	4 out of 6
Marc Guilliet	21 March 2024	4 years		Co-opted member	Property Working Group	1 out of 1
Daniel Hards	21 March 2024	4 years		Independent Member	Audit Strategy	4 out of 5
Alex Hayman	12 July 2018 1 August 2022	4 years 4 years		Independent Member	Audit: Chair Strategy Senior Post Holders Employment Search and Governance	9 out of 11

Name	Date appointed/ reappointed	Term of office	Date resigned/end of term of office	Status of appointment	Committees served	Attendance
Phillip Kerle	06 July 2017 1 August 2021	4 years 4 years		Independent Member	Finance and Resources: Chair Strategy Senior Post Holders Employment Search and Governance	8 out of 12
Grace Marriott	1 February 2019 1 February 2023	4 years 4 years		Independent Member	Learning and Quality Strategy Audit	7 out of 12
James Marshall	26 March 2020	4 years		External Co-opted member of the Audit Committee	Audit	3 out of 3
Victor Muriithi	1 August 2023	4 years		Staff Member (ESC)	Learning and Quality	8 out of 9
James Parsons/ Emmanuella Olutayo	1 October 2023	1 year	31 July 2024	Student Member (ESC)	Learning and Quality	6 out of 6
Lindsay Pamphilon	1 January 2023	Ex Officio		Chief Executive/ Principal	Learning and Quality Search and Governance Finance and Resources Strategy	15 out of 15
Elizabeth Rushton	11 December 2014 1 January 2019 1 January 2023 1 January 2024	4 years 4 years 1 year 6 mths	31 July 2024	Independent Member	Corporation Board: Vice Chair (to 31 Dec 2023) Learning and Quality: Chair (to 31 Dec 2023) Search and Governance Senior Postholders Employment Strategy	10 out of 11
Anne Smith	1 February 2019 1 February 2023	4 years 4 years		Independent Member	Learning and Quality Strategy	6 out of 8
Natalie Watkins	1 September 2019 1 August 2023	4 years 4 years		Staff Member (JRC)	Learning and Quality	5 out of 8
Sue Glover acts as Clerk to the Corporation						

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

In addition to the committee meetings listed above, members also supported the College at a range of strategic planning events.

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 College 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. The Corporation meets each term.

The Corporation conducts its business through a number of committees. Each committee has terms of reference, which have been approved by the Corporation. These committees are Finance and Resources, Learning and Quality, Senior Postholders' Employment, Search and Governance, Audit and Strategy. Full minutes of all meetings, except those deemed to be confidential by the Corporation, are available on the College's website at www.esc.ac.uk or from the Clerk to the Corporation at:

East Surrey College
Gatton Point
London Road
Redhill
Surrey
RH1 2JX

The Clerk to the Corporation 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 College's expense and have access to the Clerk to the Corporation, 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 Board 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 are independent of management and free from any business or other relationship, which would materially interfere with the exercise of their independent judgement.

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

Appointments to the Corporation

Any new appointments to the Corporation are a matter for the consideration of the Corporation as a whole. The Corporation has a Search and Governance Committee, consisting of five members of the Corporation, which is responsible for the selection and nomination of any new member for the Corporation's consideration. The Corporation is responsible for ensuring that appropriate training is provided as required.

Members of the Corporation are appointed for a term of office not exceeding four years.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

Corporation performance

Governance at the College is strong. The Corporation plays a key role in challenging the senior management to ensure that the College aims are achieved. Through a committee structure, the Governors are particularly focused on a holistic approach to Governance and timely and accurate reporting ensures that Governors are able to challenge effectively. Through this model, the Board has been able to take considerable assurance that governance was robust and appropriately structured to support delivery of the strategic plan and continued improvements to the College.

In accordance with DfE guidance on board views, the Corporation undertook an External Governance Review in May 2023, which included a review of the performance of the Board. The outcome of the review concluded that *'the Board consistently impacts positively on college outcomes and there is strong evidence that it is highly proficient in most or all of the Board outcomes'*. The Board also considers its individual performance through 1 to 1 meetings with the Chair. Further assurance is gained from both external parties (Ofsted and FE Commissioner visits) and the College Key Performance Indicators, which are reported at committee and board meetings. These indicators cover all aspects of the College's operations including teaching and learning, student outcomes, satisfaction and leadership and management. The KPIs form a sound basis from which managers and Governors can judge performance and progress. The targets in the strategic plan are based on the most accurate comparative data from within and outside the sector (where appropriate) and targets are set to be both challenging and achievable.

The Corporation is committed to its training and development and incorporates termly development sessions into its annual meeting schedule. Governors were given the opportunity to complete training modules in the Education and Training Foundation's (ETF) Governance Development Programme during the year. Any new governors are offered the opportunity to attend induction sessions given by the Association of Colleges (AoC). The Chair and Vice Chair of the Corporation attended meetings of the AoC's regional Chairs' network throughout the year. The Chair of the Audit Committee, the Chair of the Finance and Resources Committee and the Chair of the Learning and Quality Committee attended the AoC's regional network meetings for Chairs of Committees.

During the year, the Clerk to the Corporation attended a number of governance development events given by the ETF. The Clerk also attended the AoC's regional Governance Professionals network meetings and the annual regional governance conference for Governance Professionals.

Senior Post Holders Employment Committee

Throughout the year ended 31 July 2024, the College's Senior Post Holder Employment Committee comprised 5 members of the Corporation. The committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Chief Executive & Principal (College Group) and other senior post-holders.

The College endeavours to conduct its business in full accordance with the guidance to colleges from the Association of Colleges Senior Post Holders Remuneration Code, which was adopted in March 2019. The annual statement relating to the remuneration of Senior Post Holders can be found on the College website.

Details of the Senior Post Holders' (Key Management Personnel) remuneration for the year ended 31 July 2024 are set out in note 9 to the financial statements.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

Audit Committee

The Audit Committee comprises 5 members of the Corporation (excluding the Principal and Chair). The Committee operates in accordance with written terms of reference approved by the Corporation.

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

The College’s internal auditors review the systems of internal control, risk management controls and governance processes in accordance with an agreed plan of input and report their findings to management and the Audit Committee.

Management are responsible for the implementation of agreed audit recommendations and internal audit undertake periodic follow up reviews to ensure such recommendations have been implemented.

The Audit Committee also advises the Corporation on the appointment of internal, regularity and financial statement auditors and their remuneration for both audit and non-audit work as well as reporting annually to the Corporation.

The Audit Committee met three times in the year to 31 July 2024. The members of the committee and their attendance records are shown below:

Committee member	Meetings attended
Alex Hayman (Chair)	3
James Marshall	3
Grace Marriott	2
Karen Feenstra (from 7 Dec 2023)	2
Daniel Hards (from 21 Mar 2024)	1

Scope of responsibility

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

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 College’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/Financial Agreement between East Surrey College and the Education and Skills Funding Agency. She is also responsible for reporting to the Corporation any material weaknesses or breakdowns in internal control.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

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 ongoing process designed to identify and prioritise the risks to the achievement of College policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in East Surrey College for the year ended 31 July 2024 and up to the date of approval of the annual report and accounts.

Capacity to handle risk

The Corporation has reviewed the key risks to which the College is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks.

The Corporation is of the view that there is a formal ongoing process for identifying, evaluating and managing the College's significant risks that has been in place for the period ended 31 July 2024 and up to the date of approval of the annual report and accounts. This 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 Corporation;
- regular reviews by the Corporation of periodic and annual financial reports which indicate financial performance against forecasts;
- setting targets to measure financial and other performance;
- clearly defined capital investment control guidelines; and
- the adoption of formal project management disciplines, where appropriate.

The internal audit plan is based on an analysis of the risks to which the College is exposed, and noted on its risk register, compliance with any regulatory requirements and discussions at Audit Committee. The internal audit plans are endorsed by the Corporation, on the recommendation of the Audit Committee.

The internal audit plan is based on an analysis of the risks to which the College is exposed, and noted on its risk register, compliance with any regulatory requirements and discussions at Audit Committee. The internal audit plans are endorsed by the Corporation, on the recommendation of the Audit Committee.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

The internal auditors undertook seven audit reviews in relation to 2023/24:

- Subcontracting
- Apprenticeship Recruitment & Employer Engagement
- Infrastructure & Cyber Security
- Student Recruitment – classroom based
- Funding Assurance
- Health & Safety
- Income & Debtors

In addition, the following audits were also completed by external providers during the year:

- Multiply Final Audit report
- ICO Audit and action plan
- Safeguarding

Review of effectiveness

As Accounting Officer, the Chief Executive Officer has responsibility for reviewing the effectiveness of the system of internal control. Her review of the effectiveness of the system of internal control is informed by:

- The work of the internal auditors;
- The work of the executive managers within the College who have responsibility for the development and maintenance of the internal control framework; and
- Comments made by the College's financial statements auditors and the regularity auditors in their management letters and other reports.

The Chief Executive Officer has been advised on the implications of the result of her review of the effectiveness of the system of internal control by the Audit Committee, which oversees the work of the internal auditor, other sources of assurance and the Risk Management Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

The senior management team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The senior management team and the Audit Committee also receive regular reports from internal audit and other sources of assurance, which include recommendations for improvement. The Audit Committee's role in this area is confined to a high-level review of the arrangements for internal control. The Corporation's agenda includes a regular item for consideration of risk and control and receives reports thereon from the senior management team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception.

At its December 2024 meeting, the Corporation carried out the annual assessment for the year ended 31 July 2024 by considering documentation from the senior management team and internal audit, and taking account of events since 31 July 2024.

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

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

Responsibilities under funding agreements

The Department for Education and Education and Skills Funding Agency introduced new controls for colleges on 29 November 2022 on the day that the Office for National Statistics reclassified colleges as public sector organisations in the national accounts. The ESFA chief executive communicated these changes to all college accounting officers and introduced a College financial handbook in 2024, effective from 1 August 2024.

The college has reviewed its policies, procedures and approval processes in line with these new requirements to ensure there are systems in place to identify and handle any transactions for which DfE approval is required.

Approved by order of the Members of the Corporation on 12 December 2024 and signed on their behalf by:

Signed



Robert Pickles
Chair
12 December 2024

Signed



Lindsay Pamphilon
Chief Executive & Principal (College Group)
12 December 2024

CORPORATION'S STATEMENT ON THE COLLEGE'S REGULARITY, PROPRIETY AND COMPLIANCE WITH THE FUNDING BODY TERMS AND CONDITIONS OF FUNDING

As Accounting Officer, I confirm that the Corporation has had due regard to the framework of authorities governing regularity, propriety and compliance, and the requirements of grant funding agreements and contracts with ESFA, and has considered its responsibility to notify ESFA of material irregularity, impropriety and non-compliance with those authorities and terms and conditions of funding.

I confirm on behalf of the Corporation that after due enquiry, and to the best of my knowledge, I am able to identify any material irregular or improper use of funds by the Corporation, or material non-compliance with the framework of authorities and the terms and conditions of funding under the Corporation's grant funding agreements and contracts with ESFA, or any other public funder. This includes the elements outlined in the "Dear Accounting Officer" letter of 29 November 2022 and ESFA's bite size guides.

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

Signed



Lindsay Pamphilon
Accounting Officer
12 December 2024

Statement of the Chair of Governors

On behalf of the Corporation, I confirm that the Accounting Officer has discussed their statement of regularity, propriety and compliance with the Board and that I am content that it is materially accurate.

Signed



Robert Pickles
Chair
12 December 2024

STATEMENT OF RESPONSIBILITIES OF THE MEMBERS OF THE CORPORATION

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

Within the terms and conditions of the Corporation's grant funding agreements and contracts with ESFA and other funding bodies, the Corporation is required to prepare financial statements which give a true and fair view of the financial performance and position of the Corporation for the relevant period. Corporations must also prepare a strategic report which includes an operating and financial review for the year. The bases for the preparation of the financial statements and strategic report are the Statement of Recommended Practice – Accounting for Further and Higher Education, ESFA's College Accounts Direction and the UK's Generally Accepted Accounting Practice.

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

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- assess whether the Corporation is a going concern, noting the key supporting assumptions, qualifications or mitigating actions, as appropriate (which must be consistent with other disclosures in the accounts and auditor's report); and
- prepare financial statements on the going concern basis unless it is inappropriate to assume that the Corporation will continue in operation.

The Corporation is also required to prepare a strategic report, in accordance with paragraphs 3.23 to 3.27 of the FE and HE SORP, that describes what it is trying to do and how it is going about it, including information about the legal and administrative status of the Corporation.

The Corporation is responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Corporation and which enable it to ensure that the financial statements are prepared in accordance with relevant legislation including the [Further and Higher Education Act 1992](#) and [Charities Act 2011](#), and relevant accounting standards. It is responsible for taking steps that are reasonably open to it to safeguard its assets and to prevent and detect fraud and other irregularities.

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

Members of the Corporation are responsible for ensuring that expenditure and income are applied for the purposes intended and that the financial transactions conform to the authorities that govern them. In addition, they are responsible for ensuring that funds from ESFA, and any other public funds, are used only in accordance with ESFA's grant funding agreements and contracts and any other conditions, that may be prescribed from time to time by ESFA, or any other public funder, including that any transactions entered into by the Corporation are within the delegated authorities set out in the "Dear Accounting Officer" letter of 29 November 2022 and ESFA's bite size guides.

Members of the Corporation must ensure that there are appropriate financial and management controls in place to safeguard public and other funds and ensure they are used properly. In addition, Members of the Corporation are responsible for securing economic, efficient and effective management of the Corporation's resources and expenditure so that the benefits that should be derived from the application of public funds from ESFA and other public bodies are not put at risk.

**STATEMENT OF RESPONSIBILITIES OF THE MEMBERS OF THE CORPORATION
(continued)**

Approved by order of the Members of the Corporation on 12 December 2024 and signed on their behalf by:

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

Robert Pickles
Chair of Governors

INDEPENDENT AUDITOR'S REPORT TO THE CORPORATION OF EAST SURREY COLLEGE

Opinion

We have audited the financial statements of East Surrey College ('the College') for the year ended 31 July 2024 which comprise the statement of comprehensive income, the statement of changes in reserves, the balance sheet, the statement of cash flows, the principal accounting policies, and the notes to the financial statements. 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) and the College Accounts Direction 2023 to 2024 issued by the Education and Skills Funding Agency (ESFA).

In our opinion, the financial statements:

- give a true and fair view of the state of the College's affairs as at 31 July 2024 and of its surplus 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 Statement of Recommended Practice; Accounting for Further and Higher Education (the 2019 FE HE SORP) and the College Accounts Direction 2023 to 2024 issued by the ESFA;
- in all material respects, funds from whatever source administered by the College for specific purposes have been properly applied to those purposes and managed in accordance with relevant legislation;
- in all material respects, funds provided by the OfS, UK Research and Innovation (including Research England), the Education and Skills Funding Agency and the Department for Education have been applied in accordance with the relevant terms and conditions; and
- the requirements of OfS's Accounts Direction have been met.

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 College 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

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

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

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

INDEPENDENT AUDITOR'S REPORT TO THE CORPORATION OF EAST SURREY COLLEGE (continued)

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Members of the Corporation are responsible for the other information contained within the annual report. 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.

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 course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the College and its environment obtained in the course of the audit, we have not identified material misstatements in the annual report. We have nothing to report in respect of the following matters in relation to which the Post 16 Code of Practice issued by the Education and Skills Funding Agency 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;
- the financial statements are not in agreement with the accounting records and returns;
- all the information and explanations required for the audit were not received; or
- certain disclosures of Members' remuneration specified by law are not made.

We have nothing to report to you in respect of the following matter, in relation to which the Office for Students requires us to report to you, if in our opinion:

- the College's grant and fee income, as disclosed in the notes to the financial statements, has been materially misstated; or
- the College's expenditure on access and participation activities for the financial year has been materially misstated.

Responsibilities of the Corporation

As explained more fully in the statement of responsibilities of Members of the Corporation, the Members of the Corporation 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 Members of the Corporation 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 Members of the Corporation are responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Members of the Corporation either intend to liquidate the College or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITOR'S REPORT TO THE CORPORATION OF EAST SURREY COLLEGE (continued)

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.

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the College through discussions with management, and from our knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the College, including the Further and Higher Education Act 1992, funding agreements with the ESFA and associated funding rules, ESFA regulations, data protection legislation, anti-bribery, safeguarding, employment, health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the College's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected financial relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias.

INDEPENDENT AUDITOR'S REPORT TO THE CORPORATION OF EAST SURREY COLLEGE (continued)

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of Corporation meetings;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing any available correspondence with HMRC and the College's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Members of the Corporation and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Use of our report

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



Buzzacott LLP
Chartered Accountants and Registered Auditor
130 Wood Street
London
EC2V 6DL

18 December 2024

REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY

To: The Corporation of East Surrey College and Secretary of State for Education acting through Education and Skills Funding Agency ("the ESFA")

In accordance with the terms of our engagement letter dated 6 June 2024 and further to the requirements and conditions of funding in ESFA's grant funding agreements and contracts, or those of any other public funder, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest, in all material respects, the expenditure disbursed and income received by East Surrey College during the period 1 August 2023 to 31 July 2024 have not been applied to the purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

The framework that has been applied is set out in the Post-16 Audit Code of Practice (the Code) issued by ESFA and in any relevant conditions of funding, concerning adult education notified by a relevant funder.

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

Respective responsibilities of East Surrey College and the reporting accountant

The Corporation of East Surrey College is responsible, under the requirements of the Further & Higher Education Act 1992, subsequent legislation and related regulations and guidance, for ensuring that expenditure disbursed, and income received, are applied for the purposes intended by Parliament, and the financial transactions conform to the authorities that govern them.

Our responsibilities for this engagement are established in the United Kingdom by the Code our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Code. 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 August 2023 to 31 July 2024 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 Code issued by ESFA. We performed a limited assurance engagement as defined in that framework.

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

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

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

REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY (continued)

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

The work undertaken to draw our conclusion includes:

- An assessment of the risk of material irregularity and impropriety across all of the College's activities.
- Further testing and review of the areas identified through the risk assessment including enquiry, identification of control processes and examination of supporting evidence across all areas identified as well as additional verification work where considered necessary; and
- Consideration of evidence obtained through the work detailed above and the work completed as part of our financial statements audit in order to support the regularity conclusion.

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 August 2023 to 31 July 2024 has not been applied to purposes intended by Parliament, and that the financial transactions do not conform to the authorities that govern them.



Buzzacott LLP
Chartered Accountants
130 Wood Street
London
EC2V 6DL

18 December 2024

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 31 July 2024

	Note	2024 £'000	2023 £'000
Income			
Funding body grants	2	27,101	24,076
Tuition fees and education contracts	3	1,074	1,587
Other grants and contracts	5	1,234	1,353
Other income	6	119	121
Investment income	7	543	116
Total income		30,071	27,253
Expenditure			
Staff costs	8	17,113	16,393
Other operating expenses	10	9,026	8,482
Depreciation	13	2,858	2,794
Interest and other finance costs	11	136	280
Total expenditure		29,133	27,949
Surplus/(deficit) before other gains and losses		938	(696)
Surplus/(deficit) before tax		938	(696)
Surplus/(deficit) for the year		938	(696)
Actuarial (loss)/gain in respect of pension scheme	20	(169)	3,839
Total comprehensive income for the year		769	3,143

STATEMENT OF CHANGES IN RESERVES
for the year ended 31 July 2024

	Income and expenditure account £'000	Revaluation reserve £'000	Restricted Reserve £'000	Total £'000
Balance as at 1 August 2022	32,468	1,883	23	34,374
Deficit from the income and expenditure account	(696)	-	-	(696)
Other comprehensive income:				
Actuarial gain in respect of pension scheme	3,839	-	-	3,839
Transfers between revaluation and income and expenditure reserves	76	(76)	-	-
Total comprehensive income/(expenditure) for the year	<u>3,219</u>	<u>(76)</u>	<u>-</u>	<u>3,143</u>

Balance as at 31 July 2023	<u>35,687</u>	<u>1,807</u>	<u>23</u>	<u>37,517</u>
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	Income and expenditure account £'000	Revaluation reserve £'000	Restricted Reserve £'000	Total £'000
Balance as at 1 August 2023	35,687	1,807	23	37,517
Deficit from the income and expenditure account	938	-	-	938
Other comprehensive income:				
Actuarial loss in respect of pension scheme	(169)	-	-	(169)
Transfers between revaluation and income and expenditure reserves	76	(76)	-	-
Total comprehensive income/(expenditure) for the year	<u>845</u>	<u>(76)</u>	<u>-</u>	<u>769</u>

Balance as at 31 July 2024	<u>36,532</u>	<u>1,731</u>	<u>23</u>	<u>38,286</u>
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BALANCE SHEET as at 31 July 2024

	Note	2024 £'000	2023 £'000
Tangible fixed assets	13	<u>70,857</u>	<u>72,835</u>
Current assets			
Trade and other receivables	14	1,416	1,711
Cash and cash equivalents	19	<u>15,398</u>	<u>11,069</u>
		16,814	12,780
Less: creditors – amounts falling due within one year	15	(6,330)	(5,819)
Net current assets		<u>10,484</u>	<u>6,961</u>
Total assets less current liabilities		81,341	79,796
Less: creditors – amounts falling due after more than one year	16	(42,893)	(42,117)
Provisions	18	(162)	(162)
Total net assets		<u>38,286</u>	<u>37,517</u>
Restricted reserves		<u>23</u>	<u>23</u>
Unrestricted reserves			
Income and expenditure account		36,532	35,687
Revaluation reserve		<u>1,731</u>	<u>1,807</u>
		38,263	37,494
Total reserves		<u>38,286</u>	<u>37,517</u>

The financial statements on pages 36 to 60 were approved and authorised for issue by the Corporation on 12 December 2024 and were signed on its behalf on that date by:



Robert Pickles
Chair



Lindsay Pamphilon
Accounting Officer

STATEMENT OF CASH FLOWS
for the year ended 31 July 2024

	Note	2024 £'000	2023 £'000
Cash flow from operating activities			
Surplus/(Deficit) for the year		938	(696)
Adjustment for non-cash items			
Depreciation	13	2,858	2,794
Deferred capital grants released to income	2	(1,580)	(1,436)
Decrease in debtors	14	295	134
Increase in creditors due within one year	15	429	847
Pensions costs less contributions payable		54	156
Pension finance (income)/cost	11	(223)	126
Adjustment for investing or financing activities			
Interest payable	11	136	154
Investment Income	7	<u>(320)</u>	<u>(116)</u>
Net cash flow from operating activities		2,587	1,963
Cash flows from investing activities			
Investment income	7	320	116
Deferred capital grants received		2,770	2,785
Payments made to acquire fixed assets	13	<u>(912)</u>	<u>(1,973)</u>
		2,178	928
Cash flows from financing activities			
Interest paid	11	(136)	(154)
Repayments of amounts borrowed	17	<u>(300)</u>	<u>(300)</u>
		(436)	(454)
Increase in cash and cash equivalents in the year		4,329	2,437
Cash and cash equivalents at the beginning of the year	19	<u>11,069</u>	<u>8,632</u>
Cash and cash equivalents at the end of the year	19	<u>15,398</u>	<u>11,069</u>

Analysis of changes in net debt/funds	At 1 August 2023 £'000	Cash flows £'000	At 31 July 2024 £'000
Cash and cash equivalents	11,069	4,329	15,398
Loan	(2,400)	300	(2,100)
Total	8,669	4,629	13,298

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

1. Statement of Accounting Policies

Statement of accounting policies

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

Basis of preparation

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education 2019 (the 2019 FE HE SORP), the College Accounts Direction for 2023 to 2024 and in accordance with Financial Reporting Standard 102 – “The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland” (FRS 102). The College is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS 102.

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

Basis of accounting

The financial statements are prepared in accordance with the historical cost convention as modified by the revaluation of certain fixed assets.

Going Concern

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

As at 31 July 2024 the College has a £2.1m fixed rate long term loan repayable over the remaining life of 9 years. The College's forecasts and financial projections indicate that it will be able to operate within this existing facility and covenants for the foreseeable future.

Accordingly, the College has a reasonable expectation 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.

Recognition of income

Government revenue grants including funding body recurrent grants and other grants are accounted for under the accrual model as permitted by FRS102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any over or under achievement of the Adult Skills Budget is adjusted for and reflected in the level of recurrent grant recognised in the income and expenditure account. The final grant income is normally determined with the conclusion of the year end reconciliation process with the funding body following the year end, and the result of any funding audits. 16-18 learner-responsive funding is not normally subject to reconciliation and is therefore not subject to contract adjustments.

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

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

Government capital grants are capitalised, held as deferred income and recognised in income over the expected useful life of the asset, under the accrual method as permitted by FRS102. Other capital grants are recognised in income when the College is entitled to the funds subject to any performance related conditions being met.

Income from tuition fees is recognised in the period in which it is received and includes all fees payable by students or their sponsors.

Income from grants, contracts and other services rendered is included to the extent the conditions of the funding have been met or the extent of the completion of the contract or service concerned.

All income from short-term deposits is credited to the income and expenditure account in the year in which it is earned on a receivable basis.

Post-Retirement Benefits

Retirement benefits to employees of the College are provided by the Teachers' Pension Scheme (TPS) and the Local Government Pension Scheme (LGPS) which are externally funded defined benefit plans. The College also continued contributing to The People's Pension which is a defined contribution scheme.

The TPS is an unfunded Scheme. Contributions to the TPS are calculated so as to spread the cost of pensions over employees' working lives with the College in such a way that the pension cost is a substantially level percentage of current and future pensionable payrolls.

The contributions are determined by qualified actuaries on the basis of valuations using a prospective benefit method. The TPS is a multi-employer scheme and the College is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution plan and the contributions recognised as an expense in the income statement in the periods during which services are rendered by employees.

The LGPS is a funded scheme. The assets of the LGPS are measured using fair values. LGPS liabilities are measured using the projected unit credit method and discounted at 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 Comprehensive Income and comprises the interest cost on the defined benefit obligation and 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 gains and losses.

Short term Employment benefits

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

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

Tangible fixed assets

Land and buildings

Tangible fixed assets are stated at cost or deemed cost less accumulated depreciation and impairment losses. Land and buildings inherited from the Local Education Authority (LEA) that had been valued to fair value prior to the date of transition to the 2015 FE HE SORP are measured on the basis of deemed cost. The difference between depreciation charged on the historic cost of assets and the actual charge for the year calculated on the revalued amount is released to the income and expenditure account reserve on an annual basis.

Freehold land is not depreciated. Freehold buildings are depreciated over their expected useful economic life to the College of 50 years. The College has a policy of depreciating major adaptations to buildings over the period of their useful economic life which varies between 10 and 50 years.

Where land and buildings are acquired with the aid of specific grants, they are capitalised and depreciated as above. The related grants are credited to a deferred income account within creditors and are released to the income and expenditure account over the expected useful economic life of the related asset on a systematic basis consistent with the depreciation policy. The deferred income is allocated between creditors due within one year and those due after more than one year.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying amount of the fixed asset may not be recoverable.

On adoption of FRS 102, the College followed the transitional provision to retain the book value of land and buildings, which were valued in 1992, but not to adopt a policy of revaluations of these properties in the future.

Assets under construction

Assets under construction are accounted for at cost, based on the value of architects' certificates and other direct costs, incurred to 31 July 2024. They are not depreciated until they are brought into use.

Subsequent expenditure on existing fixed assets

Where significant expenditure is incurred on tangible fixed assets it is charged to the income and expenditure account in the period it is incurred, unless, it increases future benefits to the College, in which case it is capitalised and depreciated on the relevant basis.

Equipment

Equipment costing less than £1,000 per individual item is written off to the income and expenditure account in the year of acquisition. Equipment costing more than £1,000 is capitalised at cost. Equipment is depreciated on a straight line method over its useful economic life as follows:

Mobile plant, furniture and equipment	- 5 years;
Fixed plant	- 7 years;
Motor vehicles	- 3 years;
Computer equipment	- 3-7 years.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

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 income account within creditors and released to the income and expenditure account over the expected useful economic life of the related equipment.

Taxation

The College is considered to pass the tests set out in paragraph 1 of schedule 6 to the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the College is potentially exempt from tax in respect of income and capital gains received in categories covered by sections 478 – 488 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.

Irrecoverable VAT on inputs is included in the cost of such inputs and added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature.

Cash and cash equivalents

Cash includes cash in hand, deposits repayable on demand and overdrafts. Deposits are repayable on demand if they are in practice available within 24 hours without penalty.

Provisions

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

Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised as a finance cost in the Statement of Comprehensive Income in the period it arises.

Agency arrangements

The College acts as an agent in the collection and payment of discretionary support funds. Related payments received from the funding bodies and subsequent disbursements to students are excluded from the Statement of Comprehensive Income of the College where the College is exposed to minimal risk or enjoys minimal economic benefit related to the transaction.

Judgement in applying accounting policies and key sources of estimation uncertainty

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

1. The present value of the Local Government Pension Scheme defined 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 20, will impact the carrying amount of the pension liability or asset. Furthermore, a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2022 has been used by the actuary in valuing the pensions liability at 31 July 2024. Any differences between the figure derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability or asset.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

2. Funding Body Grants

	2024	2023
	£'000	£'000
Recurrent Grants		
Education and Skills Funding Agency – Adult Education Budget	1,304	1,453
Education and Skills Funding Agency – 16-18	18,662	16,107
Education and Skills Funding Agency – Apprenticeships	2,541	2,391
Greater London Authority – Adult Education Budget	1,130	999
Office for Students	270	221
Specific Grants		
Education and Skills Funding Agency – Community Learning	695	695
Greater London Authority – Community Learning	59	59
Education and Skills Funding Agency - Teacher Pension Scheme Contribution Grant	581	480
Education and Skills Funding Agency – 16-19 Tuition Fund	279	235
Release of government capital grants	1,580	1,436
Total	27,101	24,076

3. Tuition Fees and Education Contracts

	2024	2023
	£'000	£'000
Adult education fees	78	69
Apprenticeship fees and contracts	28	9
Fees for FE loan supported courses	286	675
Fees for HE loan supported courses	452	574
Total tuition fees	844	1,327
Education contracts	230	260
Total	1,074	1,587

4. Grant and Fee Income – Level 4 and above (Office for Students requirement)

	2024	2023
	£'000	£'000
Grant income from the Office for Students	270	221
Grant income from other bodies	664	701
Fee income for taught awards (exclusive of VAT)	465	411
Total grant and fee income for Level 4 and above	1,399	1,333

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

5. Other grants and contracts

	2024 £'000	2023 £'000
Other grants and contracts	1,234	1,353
Total	1,234	1,353

6. Other income

	2024 £'000	2023 £'000
Other income generating activities	43	61
Miscellaneous income	76	60
Total	119	121

7. Investment Income

	2024 £'000	2023 £'000
Other interest receivable	320	116
Pension finance interest	223	-
Total	543	116

8. Staff Costs

The average number of persons (including key management personnel) employed during the year, expressed on an average headcount basis, was:

	2024 No.	2023 No.
Teaching staff	191	215
Teaching support services	82	82
Non-teaching staff	140	143
Total	413	440

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

8. Staff Costs (continued)

Staff costs for the above persons

	2024	2023
	£'000	£'000
Wages and salaries	11,730	11,859
Social security costs	1,166	1,171
Other pension costs	2,119	2,388
Payroll sub total	15,015	15,418
Contracted out staffing services	2,036	942
	17,051	16,360
Fundamental restructuring costs – contractual	46	33
– non contractual	16	-
	17,113	16,393

Severance payments

The College paid severance payments in the year, disclosed in the following bands:

	2024	2023
	£'000	£'000
£0 to £25,000	1	3
£25,001 to £50,000	-	1
Total	1	4

Included in the Staff Costs above are special severance payments totalling £15,500 (2023: £49,421). Individually, the payments were £15,500 (2023: £4,000, £5,059, £5,362 and £35,000).

9. Key Management Personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the College and are represented by the College Leadership Team which during the year ended 31 July 2024 comprised of the Chief Executive Officer & Principal (College Group); Chief Operating Officer (College Group); Executive Director Commercial and Partnerships (College Group); Vice Principal – Curriculum & Standards (College Group) and, until 7 January 2024, Executive Director of HR and Professional Development (College Group).

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

9. Key Management Personnel (continued)

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

	2024 No.	2023 No.
The number of key management personnel including the Accounting Officer was:	<u>5</u>	<u>5</u>

The number of key management personnel and other staff who received annual emoluments, excluding employer national insurance, pension contributions and compensation for loss of office but including benefits in kind, in the following ranges was:

	2024 Key Management Personnel No.	Other Staff No.	2023 Key Management Personnel No.	Other Staff No.
£60,001 to £65,000	1	4	-	1
£65,001 to £70,000	-	4	-	-
£75,001 to £80,000	-	-	-	1
£80,001 to £85,000	-	1	-	1
£90,001 to £95,000	1	-	1	-
£95,001 to £100,000	1	-	1	-
£100,001 to £105,000	-	-	1	-
£105,001 to £110,000	1	-	-	-
£120,001 to £125,000	-	-	1	-
£125,001 to £130,000	-	-	1	-
£140,001 to £145,001	1	-	-	-
	5	9	5	3

In 2024 there were 2 part time workers if grossed up to full time equivalent earning over £60,000 paid in 2024: including their grossed up costs: 2 additional staff members would fall under the £60,001 to £65,000 band. (2023: No such part time workers).

During the year, one member of Key Management Personnel left the College; including their annualised costs: 1 such Key Management Personnel staff member would fall in the £90,001 to £95,000 band instead of the £60,001 to £65,001 band. (2023: One member of Key Management Personnel left the College; including their annualised costs: 1 staff member would fall in the £155,001 to £160,000 band instead of the £125,001 to £130,000).

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

9. Key Management Personnel (continued)

In 2023, two members of Other Staff left the College: including their annualised costs: 1 additional staff member would fall into the £75,0001 to £80,000 band and 1 would remain in the same band £65,001 to £70,000. One member of Other Staff joined the college: including their annualised costs: 1 staff member would fall in the £60,001 to £65,000 band (shown in the £50,001 to £55,000 band).

Key management personnel emoluments are made up as follows:

	2024	2023
	£'000	£'000
Basic salary	502	530
Benefits in kind	4	10
Employer's National Insurance contributions	61	69
Pension contributions	113	114
Total key management personnel compensation	680	723

The above emoluments include amounts payable to the Chief Executive Officer & Principal (College Group), who is the highest paid staff member in 2024. The prior year emoluments include amounts payable in respect of the previous role of Principal (College Group) until January 2023, as follows:

	2024	2023
	£'000	£'000
Basic salary	143	120
Employer's National Insurance contributions	19	16
Pension contributions	36	28
Total compensation	198	164

In 2023, the emoluments of the highest paid staff member (and Accounting Officer until 31 December 2022) were as follows:

	2023
	£'000
Basic salary	124
Benefits in kind	5
Employer's National Insurance contributions	17
Pension contributions	20
Total compensation	166

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

9. Key Management Personnel (continued)

Throughout the year ending 31 July 2024, the College's Senior Post Holder Employment Committee comprised 5 Members of the Corporation. The committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Chief Executive Officer and other senior post-holders.

The College endeavours to conduct its business in full accordance with the guidance to colleges in the Association of Colleges Senior Post Holders Remuneration Code, which was adopted in March 2019. The annual statement relating to the remuneration of Senior Post Holders can be found on the College website.

Compensation for loss of office paid to former key management personnel

	2024 £'000	2023 £'000
Compensation paid to the former post-holder - contractual	16	-

The severance payment was approved by the College's Remuneration Committee.

The remuneration package of key management staff, including the Chief Executive Officer and Principal (College Group), is subject to annual review by the Senior Post Holders' Employment Committee who make recommendations to the Corporation. The committee justifies the remuneration through referencing the AoC Harmonised Pay Scales report and Senior Pay Survey results for the South East region, and the outcomes of annual appraisals and performance reviews.

Relationship of Chief Executive Officer & Principal (College Group) pay and remuneration expressed as a multiple

	2024	2023
CEO & Principal's basic salary as a multiple of the median of all staff	4.6	4.1
CEO & Principal's total remuneration as a multiple of the median of all staff	5.8	5.1

The Members of the Corporation other than the Chief Executive Officer and Principal (College Group) and the Staff Members did not receive any payment other than the reimbursement of travel and subsistence expenses incurred in the course of their official duties and, for Staff Governors, as employees of the College. No Staff Governors were paid in respect of their duties as governors of the College.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

10. Other Operating Expenses

	2024	2023
	£'000	£'000
Teaching costs	3,973	3,659
Non-teaching costs	2,672	2,463
Premises costs	2,381	2,360
Total	9,026	8,482

Other operating expenses include:

	2024	2023
	£'000	£'000
Auditor's remuneration:		
Financial statements audit	41	38
Internal audit	33	22
Other services provided by the financial statements auditor	5	5
Hire of assets under operating leases	40	40

11. Interest and other finance costs:

	2024	2023
	£'000	£'000
On bank loans, overdrafts and other loans:	136	154
Pension finance costs (note 20)	-	126
Total	136	280

12. Taxation

The College was not liable for corporation tax arising from its activities during the year.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

13. Tangible Fixed Assets

	Freehold Land and Buildings	Equipment	Total
Cost or valuation	£'000	£'000	£'000
At 1 August 2023	97,550	8,115	105,665
Additions	79	801	880
At 31 July 2024	97,629	8,916	106,545
Depreciation			
At 1 August 2023	26,955	5,875	32,830
Charge for the year	2,160	698	2,858
At 31 July 2024	29,115	6,573	35,688
Net book value at 31 July 2024	68,514	2,343	70,857
Net book value at 31 July 2023	70,595	2,240	72,835

The College does not have any assets held under finance leases.

14. Trade & Other Receivables

	2024 £'000	2023 £'000
Amounts falling due within one year:		
Trade receivables	253	713
Prepayments and accrued income	967	742
Amounts owed by the ESFA	196	256
Total	1,416	1,711

During the year, the College wrote off debts totalling £67,614 (2023: £18,937). These related to fees for student materials and other resources which were no longer recoverable.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

15. Creditors: Amounts Falling Due Within One Year

	2024	2023
	£'000	£'000
Bank loan and overdrafts (note 17)	300	300
Trade payables	570	521
Other taxation and social security	552	486
Accruals and deferred income	3,324	2,957
Amounts owed to the ESFA	-	85
Deferred income – government capital grants	1,584	1,470
Total	6,330	5,819

Holiday pay accruals of £368k (2023: £410k) are included in Accruals and deferred income above.

16. Creditors: Amounts Falling Due After More Than One Year

	2024	2023
	£'000	£'000
Bank Loan (note 17)	1,800	2,100
Deferred income – government capital grants	41,093	40,017
Total	42,893	42,117

17. Maturity of debt

Bank loans and overdraft

Bank loans and overdraft are payable as follows:

	2024	2023
	£'000	£'000
In one year or less	300	300
Between one and two years	300	300
Between two and five years	900	900
In five years or more	600	900
Total	2,100	2,400

The College has a £2.1m fixed rate long term loan with Barclays Bank repayable by instalments to 2031 at a fixed interest rate of 5.6674%.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

18. Provisions

**Other provisions
£'000**

At 1 August 2023 and 31 July 2024

(162)

Other Provisions comprise matters ongoing within the College that could result in additional expenditure being incurred in the coming year.

19. Cash and cash equivalents

	At 1 August 2023 £'000	Cash flows £'000	At 31 July 2024 £'000
Cash and cash equivalents	11,069	4,329	15,398
Total	11,069	4,329	15,398

20. Defined benefit obligations

The College's employees belong to two principal post-employment benefit plans: The Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Surrey Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Surrey County Council. Both are multi-employer defined-benefit plans. The College has also paid into the People's Pension Scheme.

	2024 £'000	2023 £'000
Total pension cost for the year		
Teachers' Pension Scheme: contributions paid	1,282	1,225
Local Government Pension scheme Contributions paid	734	969
FRS 102 charge	<u>54</u>	<u>156</u>
Charge to the Statement of Comprehensive Income	788	1,125
The People's Pension	49	38
Total Pension Cost for Year	<u>2,119</u>	<u>2,388</u>

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The formal actuarial valuation of the TPS was as at 31 March 2020 and of the LGPS 31 March 2022.

Contributions amounting to £270,000 (2023: £200,000) were payable at year end to the pension schemes and are included in creditors.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

20. Defined benefit obligations (continued)

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. These regulations apply to teachers in schools, colleges and other educational establishments. Membership is automatic for teachers and lecturers at eligible institutions. Teachers and lecturers are able to opt out of the TPS.

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.

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 below the information available on the plan and the implications for the College in terms of the anticipated contribution rates.

The valuation of the TPS is carried out in line with regulations made under the Public Service Pension Act 2013. Valuations credit the Teachers' Pension account with a real rate of return assuming funds are invested in notional investments that produce that real rate of return.

Valuation of the Teachers' Pension Scheme

The latest actuarial review of the TPS was carried out as at 31 March 2020. The valuation report was published by the Department for Education in October 2023. The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £262 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £222 billion giving a notional past service deficit of £40 billion.

As a result of the valuation, new employer contribution rates have been set at 28.68% of pensionable pay from April 2024 onwards (an increase from 23.68% in 2022/23). DfE paid a teacher pension employer contribution grant to cover the additional costs during the 2022/23 and 2023/24 academic years and has committed to continue this grant up to 31 July 2025. A full copy of the valuation report and supporting documentation can be found on the Teachers' Pension Scheme website.

The pension costs paid to TPS in the year amounted to £1,282,000 (2023: £1,225,000).

Contributions of £162,000 (2023: £137,000) were payable to the scheme at the year end and are included in creditors.

FRS 102

Under the definitions set out in FRS102 (28.11), the TPS is a multi-employer pension scheme. The College is unable to identify its share of the underlying assets and liabilities of the scheme.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

20. Defined benefit obligations (continued)

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.

The People's Pension

The People's Pension is a multi-employer, defined contribution occupational pension scheme that has master trust status. It is operated by B&CE, a not-for-profit organisation.

The pension costs paid to The People's Pension in the year amounted to £49,000 (2023: £38,000).

Contributions of £25,000 (2023: £11,000) were payable to the scheme at the year end and are included in creditors.

Local Government Pension Scheme

The LGPS is a funded defined-benefit plan, with the assets held in separate funds administered by Surrey County Council. The total contribution made for the year ended 31 July 2024 was £989,000 (2023: £1,224,000), of which employer's contributions totalled £734,000 (2023: £969,000) and employees' contributions totalled £247,000 (2023: £248,000). The agreed contribution rates for future years are 19.1% for employers and range from 5.5% to 12.5% cent for employees, depending on salary.

Contributions amounting to £82,000 (2023: £52,000) were payable to the scheme at the year end and are included in creditors.

Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31 March 2022 updated to 31 July 2024 by a qualified independent actuary

	At 31 July 2024	At 31 July 2023
Rate of increase in salaries	3.75%	4.00%
Future pensions increases	2.75%	3.00%
Discount rate for scheme liabilities	5.00%	5.05%
Inflation assumption (CPI)	2.75%	3.00%
Commutation of pension to lump sums	55.00%	55.00%

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

20. Defined benefit obligations (continued)

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

	At 31 July 2024	At 31 July 2023
	Years	Years
<i>Retiring today</i>		
Males	20.80	20.90
Females	24.50	24.60
<i>Retiring in 20 years</i>		
Males	21.60	21.70
Females	25.70	25.70

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

	2024	2023
	£'000	£'000
Fair value of plan assets	38,778	34,883
Present value of plan liabilities	(31,647)	(30,501)
Present value of unfunded liabilities	(3)	(3)
	<hr/>	<hr/>
Total pension asset	7,128	4,379
Asset restriction	(7,128)	(4,379)
	<hr/>	<hr/>
Pension liability in balance sheet	-	-
	<hr/>	<hr/>

The pension asset is not considered recoverable and has therefore been restricted to a nil balance.

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

	2024	2023
	£'000	£'000
Amounts included in staff costs		
Current service cost	788	1,125
	<hr/>	<hr/>
Total operating charge	788	1,125
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

20. Defined benefit obligations (continued)

Amounts included in interest receivable

	2024 £'000	2023 £'000
Net interest receivable	223	-
Total net interest	223	-

Amounts included in interest payable

	2024 £'000	2023 £'000
Net interest cost	-	(126)
Total net interest	-	(126)

Amounts recognised in Other Comprehensive Income

	2024 £'000	2023 £'000
Expected return on pension plan assets	2,366	549
Experience gains and losses on defined benefit obligations	(1,048)	(1,476)
Changes in demographic assumptions	63	604
Changes in assumptions underlying the present value of plan liabilities	1,199	8,541
Restriction of plan surplus (movement in year)	(2,749)	(4,379)
Amount recognised in Other Comprehensive Income	(169)	3,839

Movement in net defined benefit liability during the year

	2024 £'000	2023 £'000
Deficit in scheme at 1 August	-	(3,557)
Movement in year:		
Current service cost	(788)	(1,125)
Employer Contributions	734	969
Net interest on the defined liability	223	(126)
Actuarial (loss)/gain	(169)	3,839
Net defined benefit liability at 31 July	-	-

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

20. Defined benefit obligations (continued)

Asset and Liability Reconciliation

Changes in the present value of defined benefit obligations	2024 £'000	2023 £'000
Defined benefit obligations at 1 August	30,504	36,190
Current Service cost	788	1,125
Interest cost	1,536	1,272
Contributions by scheme participants	247	248
Experience gains and losses on defined benefit obligations	1,048	1,815
Changes in financial assumptions	(1,199)	(8,541)
Changes in demographic assumptions	(63)	(604)
Estimated benefits paid	(1,211)	(1,001)
	<hr/>	<hr/>
Liabilities at 31 July	31,650	30,504
	<hr/>	<hr/>

20. Defined benefit obligations (continued)

Reconciliation of Assets	2024 £'000	2023 £'000
Fair Value of Plan Assets at 1 August	34,883	32,633
Interest on plan assets	1,759	1,146
Return on assets	2,366	549
Employer contributions	734	969
Experience gains and losses on defined benefit obligations	-	339
Contributions by scheme participants	247	248
Estimated benefits paid	(1,211)	(1,001)
	<hr/>	<hr/>
Assets at end 31 July	38,778	34,883
	<hr/>	<hr/>

21. Post Balance Sheet Events

There are no post balance sheet events that require disclosure.

22. Capital Commitments

	2024 £'000	2023 £'000
Commitments contracted for at 31 July	420	54
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 July 2024

23. Financial Commitments

Under FRS 102, total minimum lease payments due over the lease term are shown.

At 31 July 2024 the total of the College's future minimum lease payments under non-cancellable operating leases is:

	2024	2023
	£'000	£'000
In respect of land and machinery leases		
Due within one year	31	40
Due within two to five years	2	33
Total lease payments due	33	73

24. Contingent Liability

No material contingent liabilities exist at the balance sheet date.

25. Related Party Transactions

Due to the nature of the College's operations and the composition of the Board of Governors (being drawn from local public and private sector organisations) it is inevitable that transactions will take place with organisations in which a member of the Board of Governors may have an interest.

The total expenses paid to or on behalf of the Governors during the year was £2,319; for 14 governors (2023: £2,990; 6 governors). This represents travel and subsistence expenses and other out of pocket expenses incurred in attending Governor meetings and charity events in their official capacity. No Independent Governors received any remuneration or waived payments from the College or its subsidiaries during the year. No Staff Governors were paid in respect of their duties as governors of the College.

All transactions involving organisations in which a member of the Board of Governors may have an interest are conducted at arm's length and in accordance with the College's financial regulations and normal procurement procedures. No transactions were identified which should be disclosed under FRS102.

26. Investments

The College has one subsidiary company, Surrey Skills Limited. In 2023/24, Surrey Skills Limited was dormant and is expected to remain as such in 2024/25.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024

27. Amounts disbursed as agent

Learner support funds

	2024 £'000	2023 £'000
Brought forward	325	316
Funding body grants – bursary support	230	217
Other Funding body grants	49	85
	604	618
Disbursed to students	(128)	(284)
Administration costs	(11)	(9)
	465	325

Funding body grants are available solely for students. In the majority of instances, the College only acts as a paying agent. In these circumstances, the grants and related disbursements are therefore excluded from the Statement of Comprehensive Income.

28. HE Access and Participation Plan Expenditure

	2024 £'000	2023 £'000
Access investment	20	15
	20	15

Included within the Access investment costs above are £1k of staff costs which are included in the overall staff costs as per note 8 (2023: £2k).

The College has unspent committed financial support funds of £32k (2023: £28k) that will be available as financial support for students in future years.

Further details on the Corporation's Higher Education Access and Participation plan can be found here:

www.esc.ac.uk/HE-Access-and-Participation