

Company Registration No. 07650609 (England and Wales)

QUEENS' SCHOOL (BUSHEY)
(A COMPANY LIMITED BY GUARANTEE)

GOVERNORS' REPORT AND AUDITED ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2017

QUEENS' SCHOOL (BUSHEY)

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QUEENS' SCHOOL (BUSHEY)

REFERENCE AND ADMINISTRATIVE DETAILS

Governors

K Evans (Resigned 16 May 2017)
D Hall
D Lock (Resigned 13 July 2017)
M Purdasy (Resigned 16 May 2017)
S Reynolds (Responsible Officer) (Resigned 7 February 2017)
J Sowerbutts (Chair of Governors) (Resigned 13 September 2017)
K Cook
V Foweraker
R Townley
N Richland (Resigned 16 May 2017)
A Fretwell
J Raybould (Chair of Governors) (Appointed 27 March 2017)
R Ash (Resigned 16 May 2017)
S Gorton
D Raghvani (Resigned 6 December 2016)
E Burnett (Resigned 11 September 2017)
L Park
L Hodson-Little
R Brandon (Resigned 1 September 2017)
J Morrell (Headteacher and Accounting Officer) (Appointed 1 September 2016)
S Jakeman (Appointed 16 May 2017)
K Edens (Appointed 25 May 2017)
Ms E L Burnett

Members

J Sowerbutts
D Lock
R Townley

Senior management team

- Headteacher	T James (Resigned 31 August 2016)
- Headteacher	J Morrell (Appointed 1 September 2016)
- Deputy Headteacher	T Sutherland (Resigned 31 August 2017)
- Deputy Headteacher	K Clarke (Resigned 31 August 2017)
- Assistant Headteacher	P Vekaria (Resigned 31 March 2017)
- Assistant Headteacher	M Taylor
- Assistant Headteacher (Head of Sixth Form)	K Antcliffe (Resigned 31 March 2017)
- Assistant Headteacher (From 1 September 2016)	P Connolly
- Assistant Headteacher (Head of Sixth Form)	B Murphy (Appointed 5 June 2017)
- Estates Manager	J Muskett (Resigned 31 May 2017)
- Business Manager	C Pearce
- Assistant Headteacher	M Padgeham (Appointed 5 June 2017)
- Estates Manager	S Pearson (Appointed 8 May 2017)

Company secretary

J A James (Resigned 31 August 2017)

Company registration number

07650609 (England and Wales)

QUEENS' SCHOOL (BUSHEY)

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office	Aldenham Road Bushey Herts WD23 2TY
Independent auditor	UHY Hacker Young (East) Limited PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL
Bankers	Allied Irish Bank (GB) 51 Belmont Road Uxbridge UB8 1RZ
Solicitors	Penman Johnson LLP 5 George Street Watford Herts WD18 0SQ

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT

FOR THE YEAR ENDED 31 AUGUST 2017

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period 1st September 2016 to 31 August 2017. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The trust operates an academy for pupils aged 11 to 19 serving a catchment area in Bushey and Watford, Hertfordshire. It has a pupil capacity of 1,766 and had a roll of 1,685 in the school census on 5th October 2017.

Structure, governance and management

Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. The trustees of Queens' School (Bushey) are also the directors of the charitable company for the purposes of company law. The charitable company is known as Queens' School (Bushey).

Members' liability

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

Governors' indemnities

The Academy Trust maintains Governors' and officers' liability insurance which gives appropriate cover for any legal action brought against its Governors. The Academy Trust has also granted indemnities to each of its Governors and other officers to the extent permitted by law. Qualifying third party indemnity provisions (as defined by section 234 of the Companies Act 2006) were in force during the period and remain in force, in relation to certain losses and liabilities which the Governors or other officers may incur to third parties in the course of acting as Governors or officers of the Academy Trust.

Details of the insurance cover are provided in note 11 to the financial statements.

Method of recruitment and appointment or election of governors

Under the terms of its Articles, the Academy Trust shall have the following Governors:

- Up to 7 Community Governors, appointed by the Members
- Three Staff Governors, elected by the Staff of the school, who shall be made up of two members of the teaching staff and one member of the non-teaching staff. Staff Governors shall serve for a period of four years and may stand for re-election.
- Seven Parent Governors, elected by parents of registered pupils of the Academy. A Parent Governor must be a parent of a pupil at the Academy at the time when s/he is elected. Parent Governors shall serve for a period of four years and may stand for re-election
- The Head Teacher (ex officio)
- The Governors may appoint up to three Co-opted Governors

Policies and procedures adopted for the induction and training of governors

Queens' induction process for new Governors is designed to fully equip newcomers to carry out the role of trustee and director of the Charitable Trust effectively. We provide a comprehensive folder of documents and guidance designed to offer a thorough understanding of the school. A skills audit is undertaken and opportunities for training offered via the NGA's bespoke online training portal, supplemented by the HFL Governance Training Programme. We offer a buddy system for new governors and encourage school visits at the earliest opportunity. We ensure our governors are fully briefed regarding their role and responsibilities and offer support with the unfamiliar educational jargon and acronyms. We ensure all new governors are prepared for their first meeting and provide a welcoming environment where questioning and input are actively encouraged from the outset.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Organisational structure

The organisational structure consists of three levels: the Governors, the Senior Leadership Team and the Middle Management Team, consisting of Heads of Department and Heads of House. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Governors are responsible for setting general policy, adopting an annual plan and budget, monitoring the Academy by the use of budgets and making major decisions about the direction of the Academy, capital expenditure and senior staff appointments.

The Senior Leadership Team comprises the Headteacher, Deputy Headteachers, Assistant Headteachers and the School Business Manager. These managers control the Academy at an executive level implementing the policies laid down by the Governors and reporting back to them. As a group the Senior Leadership Team are responsible for the authorisation of spending up to a level delegated to them within agreed budgets and the appointment of staff, although appointment boards for posts in the Senior Leadership Team always contain a Governor. Some spending control is devolved to members of the Middle Management Team, with limits above which a member of the Senior Leadership Team must countersign.

The Middle Management Team includes Curriculum Area Leaders and Heads of House. Along with the Senior Management Team these managers are responsible for the day to day operation of the Academy, in particular organising the teaching staff, facilities and students.

Arrangements for setting pay and remuneration of key management personnel

All staff are employed in accordance with the provisions of the School Teachers' Pay and Conditions Document or the (NJC) for Local Government Services Terms and Conditions. The Trustees recognise the requirement that all pay progression decisions for staff must be linked to annual appraisal of performance. The procedures set out to seek to ensure that this is achieved in a fair, equitable and transparent way. A report confirming that a review of staff salaries has taken place is presented to the Pay Committee.

Key management personnel, subject to remuneration, are the Headteacher, Deputy and Assistant Headteachers, the School Business Manager and Governors who are also staff.

The Trustees assign a pay range for the Headteacher based on the school group size, ensuring that the process for determining this is fair and transparent and the reasons are recorded. A range is determined for all staff in a Leadership role from within the leadership scale contained in the School Teachers' Pay and Conditions Document. For Support Staff in a Leadership Role the pay scales are structured around locally agreed grades using nationally agreed salary points.

Progression within the range will be subject to a review of the staff performance set against the annual appraisal review and in line with the appraisal policies.

Related parties and other connected charities and organisations

The Academy is not part of any federation. There is a parents' association, "The Queens' Parents Association", (QPA), who make small donations to individual curriculum areas.

A register of interest of Trustees is held by the Academy and parties related to the Academy identified. There have been no transactions with related parties during the financial year.

Salary payments for related parties who have been employed by the Academy have been disclosed in the Academy accounts.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Objectives and activities

Objects and aims

The principal object and activity of the Charitable Company is to provide education for pupils of different abilities between the ages of 11 and 19. In accordance with the Articles of Association the Charitable Company has adopted a Transfer Agreement approved by the Secretary of State for Education, which specifies, amongst other things, the basis for admitting students and that the curriculum should comply with the substance of the national curriculum.

We aspire to provide each student with the best educational opportunities that transform potential into the highest academic and social achievement. Students at Queens' consistently achieve examination results that are well-above the national average. We are one of the highest performing schools in the country, a fact recognised by Nick Gibb, Minister of State for Schools.

At Queens' we care passionately about our student's character, personality and social skills, the way they treat others and the contribution they will make to society. We actively promote a culture where students feel safe particularly through our House system.

The policy of the Academy Trust is to support recruitment and retention of students and employees with disabilities by adapting the physical environment and making support available.

The Trustees recognise that equal opportunities should be an integral part of good practice within the workplace and aims to establish equal opportunity in all areas of its activities including creating a working environment in which the contribution and needs of all people are fully valued.

Objectives, strategies and activities

The Academy's Development priorities are:

1. Outstanding achievement and progress for all students
Diminish the difference: Whole school approach to narrowing the gap in achievement
2. The highest quality teaching, never less than good, frequently outstanding
Ensure all students make good or outstanding progress: Increase the level of challenge in lessons
3. The highest standards of personal behaviour and individual responsibility
Reduce low level behaviour in lessons: Whole school behaviour management strategy
4. Culture of high expectations, aspiration and scholastic excellence
Create a culture of aspiration: Increased student exposure to success

The Academy's aims and objectives, and the action taken to achieve these are detailed in the School Development Plan 2017-18

The Governors have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The Governors recognise that equal opportunities should be an integral part of good practice within the workplace. The Academy aims to establish equal opportunities in all areas of its activities including creating a working environment in which the contribution and needs of all people are fully valued. Lifts, ramps and disabled toilets are installed and door widths are adequate to enable wheelchair access to all the main areas of the Academy. The policy of the Academy is to support recruitment and retention of students and employees with disabilities. The Academy does this by adapting the physical environment, by making support resources available and through training and career development.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Public benefit

Queens' School is an Academy converter catering for children aged 11 to 18 and strives to promote and support the advancement of education within the Watford and Bushey area. The school provides an extensive programme of educational and recreational activity - all designed to contribute to the overall education of our students in areas such as academic distinction, music, the arts and sport.

Wherever possible the school also aims to contribute to the benefit of the wider public, by making available the premises to third parties for the provision of educational and other opportunities. For example the schools offers "school to school" support to a number of other schools.

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees believe that the Academy Trust's aims, together with the activities outlined above, are demonstrably to the public benefit.

Strategic report

Achievements and performance

In 2017, 84% of students achieved 5 A*- C GCSE's including English and Maths (Grade 4+). In English, 93% of students achieved a standard pass and in Maths, it was 85%. The Progress 8 score was 0.29 and the Attainment 8 score average was 5.6. Over one third of all grades were A* / A.

The progress of our students in the Sixth Form has been outstanding over the last 3 years. Almost 10% of our students achieved straight A* / A grades. English, Politics and Computer Science results place us in the top 1% of schools nationally while Maths and Physics, the top 25% of schools.

Key performance indicators

The Governors consider that the following are key financial performance indicators for the Academy Trust:

- Pupil Numbers – ensuring sufficient applications for each new year of entry and that all school years 7 to 11 have maximum numbers, taking students from the waiting list as appropriate
- General Financial Stability – aiming for income to match expenditure or, where expenditure exceeds income, that it is planned and supported by levels of reserves.
- Staff Costs – that staff costs are approximately 80% to 85% of ESFA income and where in excess of this, that short to medium term plans are in place to reduce staff costs
- Good parental feedback – that the feedback from parents is good, and that action taken from previous surveys have resulted in an improvement.
- Ofsted inspection results – that any Ofsted inspections result in a good or outstanding outcome
- Audit Management issues – that any recommendations from the Audit Management Letter or any Responsible Officer Audits have been acted upon and resulted in an improvement.
- The premises are sufficient to meet the accommodation needs of the school and in good condition, with plans in place for known risks and for redecoration and refurbishment programmes.

The Governors have been pleased that expectations for all key performance indicators listed have been successfully met during the period and have continued to be met from previous years.

Going concern

After making appropriate enquiries, the board of trustees has a reasonable expectation that the academy trust has adequate resources to continue in operational existence for the foreseeable near future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Financial review

Most of the Academy's recurrent income is obtained from the ESFA in the form of grants, the use of which is restricted to particular purposes. The grants received from the ESFA during the period ended 31 August 2017 and the associated expenditure are shown as restricted funds in the statement of financial activities. The board of trustees is aware of the need to raise additional income to supplement the ESFA grants and is proactive in generating further funds, without detriment to the achievement and performance of the school.

During the period ended 31 August 2017, total expenditure of £9,896,862. was covered by recurrent grant funding from the ESFA together with other incoming resources. The excess of expenditure over income for the year (excluding restricted fixed asset funds) was £434,034.

At 31 August 2017, the net book value of fixed assets was £38,488,600. and movements in tangible fixed assets are shown in note 12. to the financial statements. During the period the assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

Reserves policy

The Governing Body of Queens' School wishes to maintain a level of cash reserves which will ensure the stability of the Academy's day to day operational needs in the short term, plan for capital investment in the medium to longer term, and still be able to respond quickly to unbudgeted financial needs. Governors regularly review the level of reserves and aims to maintain it between an adequate minimum and maximum level.

Investment policy and powers

The Governing Body aim to maximise investment income from long term investments, but with consideration to the potential need to access these funds at short notice. They have a rolling programme of short and longer term investments which provides access to invested funds every two months.

Governors are pleased that the return on medium to long term investments rose slightly during the year, but will continue to review this in the current economic climate.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Principal risks and uncertainties

The main risks that the Academy is exposed to are summarised below. For each of these risks the probability, impact and seriousness have been considered together with appropriate action and management plans:

External risks include :

Government funding policies and the impact on future funding levels. The Academy has also considered the impact of leaving the European Union but believes, at this stage, that this will be minimal.

Financial Risks include :

Insufficient funding. The Academy constantly reviews its medium term financial plans to accommodate future reductions in funding, increases in costs and the maintenance of sufficient reserves. This is done with due regard to the impact on the teaching and learning of the Academy. It has amended its annual budget to reduce costs and maximise alternative sources of income. The Academy is reviewing its cash flow in light of both the long term investment programme but also future levels of reserves.

Level of reserves. The Academy has considered in depth the level of reserves it should try to maintain and what levels would be too high or too low. It wishes to balance the current needs of the school and students and the ability to provide the resources that the Academy needs, with the need to have sufficient reserved funds for the future. It is aware that the future level of reserves is likely to fall.

Human Resource risks include :

A new Headteacher. The Academy continues to support the new Headteacher in his role and the positive impact he is making on the Academy. They also review the demand for places and the risks of being either over-subscribed or under-subscribed.

Other risks :

The Academy continues to review the other risks, in particular those related to insufficient funding. They are aware that there will be an impact on the infrastructure of the school and the availability of new technologies, and wish to minimise this impact whilst considering the level of reserves maintained. In particular the Academy is reviewing the risks around security and site access, and is considering the costs and benefits of making the site more secure.

Plans for future periods

Plans for future periods are focussed around meeting the school's objectives, but whilst still maintaining the key performance indicators. Plans are also made with due regards for the financial limitations the Academy faces and bearing in mind the need for a balanced budget in future years.

Plans include :

- Reviewing the curriculum, to include the feasibility of running non-financial viable courses and establishing Literacy and Numeracy co-ordinators to encourage a whole school approach to literacy. Signpost catch-up funding and evaluate its impact and make more effective use of Connexions. Sufficient funding to enable the Academy to raise the number of students entered for and achieving Ebacc.
- Review of the Out of School Hours provision with regard to the costs and the benefits, to include the attendance in extra-curricular activities. To extend DoE beyond Bronze and to plan trips and extra-curricular activities that minimise the loss of lesson learning time and minimise the staffing costs
- Undertake a Staffing review (Teaching and Support) so there is a balance of staff to school needs, within the budget restraints being faced
- Have a planned and costed Intervention Programme to include Sixth Form tutoring model being extended to all 3 Core Subjects, Super Learning Saturdays and Booster learning classes, Holiday Academies and Breakfast clubs. Study skills workshops and Wellbeing PSHE, and an Independent Learning Support Programme. A best value review to consider the effectiveness of these programmes.
- Sufficient funding so the building infrastructure of the school site and facilities reflects our values, and to create the Queens' branding. Specifically to refurbish and re-roof the technology block.

QUEENS' SCHOOL (BUSHEY)

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Funds held as custodian trustee on behalf of others

Queens' School does not hold at funds as a custodian trustee on behalf of others.

Auditor

In so far as the trustees are aware:

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

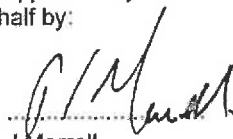
A resolution proposing that UHY Hacker Young (East) Limited be reappointed as auditor of the charitable company will be put to the members.

The governors' report, incorporating a strategic report, was approved by order of the board of governors, as the company directors, on 05.12.17 and signed on its behalf by:



J Raybould

Chair of Governors



J Morrell

Governor

QUEENS' SCHOOL (BUSHEY)

GOVERNANCE STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2017

Scope of responsibility

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

The board of trustees has delegated the day-to-day responsibility to the Headteacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Queens' School and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

QUEENS' SCHOOL (BUSHEY)

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The board of trustees has formally met 6 times during the year. Attendance during the period at meetings of the board of trustees was as follows:

Governors	Meetings attended	Out of possible
K Evans (Resigned 16 May 2017)	1	5
D Hall	4	6
D Lock (Resigned 13 July 2017)	5	7
M Purdasy (Resigned 16 May 2017)	5	6
S Reynolds (Responsible Officer) (Resigned 7 February 2017)	0	2
J Sowerbutts (Chair of Governors) (Resigned 13 September 2017)	6	6
K Cook	6	6
V Foweraker	5	6
R Townley	5	6
N Richland (Resigned 16 May 2017)	0	2
A Fretwell	5	6
J Raybould (Chair of Governors) (Appointed 27 March 2017)	6	6
R Ash (Resigned 16 May 2017)	3	5
S Gorton	4	6
D Raghvani (Resigned 6 December 2016)	0	2
E Burnett (Resigned 11 September 2017)	6	6
L Park	2	7
L Hodson-Little	5	6
R Brandon (Resigned 1 September 2017)	4	6
J Morrell (Headteacher and Accounting Officer) (Appointed 1 September 2016)	6	6
S Jakeman (Appointed 16 May 2017)	1	1
K Edens (Appointed 25 May 2017)	1	1
Ms E L Burnett	6	6

There have been no changes in the composition of the board of trustees this year.

The Governing Body reviews the effectiveness of the board of trustees and consider the appropriateness of the knowledge and expertise on each sub-committee. Where necessary, the Trustees undertake additional training or change sub-committees.

The Finance and General Purposes Committee is a sub-committee of the main board of trustees. Its purpose is to be responsible, on behalf of the Governing Body, for establishing, maintaining and operating a system of control, monitoring and reviewing procedures which meet the ESFA's requirements on Financial and HS&E issues and to provide a safe and satisfactory environment for learning. One of the Committee's responsibilities is routine budget setting and monitoring.

QUEENS' SCHOOL (BUSHEY)

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

The Finance and General Purposes Committee is a sub-committee of the main board of trustees. Its purpose is to be responsible, on behalf of the Governing Body, for establishing, maintaining and operating a system of control, monitoring and reviewing procedures which meet the EVA's requirements on Financial and HS&E issues and to provide a safe and satisfactory environment for learning. One of the Committee's responsibilities is routine budget setting and monitoring.

Attendance at meetings in the year was as follows:

Governors	Meetings attended	Out of possible
K Evans (Resigned 16 May 2017)	0	5
D Lock (Resigned 13 July 2017)	6	6
S Reynolds (Responsible Officer) (Resigned 7 February 2017)	1	2
J Sowerbutts (Chair of Governors) (Resigned 13 September 2017)	4	6
R Townley	5	6
J Raybould (Chair of Governors) (Appointed 27 March 2017)	2	2
R Ash (Resigned 16 May 2017)	1	5
D Raghwani (Resigned 6 December 2016)	0	2
E Burnett (Resigned 11 September 2017)	6	6
L Park	6	6
L Hodson-Little	4	6
R Brandon (Resigned 1 September 2017)	3	6
S Jakeman (Appointed 16 May 2017)	0	0

The audit committee is made up of the Finance Liaison Governor and the School Business Manager who meet termly to review the work of the Auditors both in terms of year-end audit and of the termly reviews. Its purpose is also to investigate any matters raised by Governors and to check on the internal controls and the day to day running of the school finances.

Review of value for money

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

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

Robustly reviewing the staffing levels in all areas of both curriculum delivery and school support. Like for like replacements are not necessarily being made and the quantity of classes and lessons in each subject has been reviewed to ensure maximum delivery with minimal costs.

Revision and booster classes have been provided across of a levels of year 11 students with the aim of maximising student achievement at GCSE and A'Level. An outside agency was used to deliver English and Maths Easter revision classes with a comprehensive analysis of the subsequent results and therefore value for money of this provision.

The introduction of new courses has required financial investment in certain departments and the Head's of Department were asked to consider fully their needs and options available to them, and then to submit a bid for funding. These bids were reviewed to ensure maximum value for money for the funds that were then distributed.

QUEENS' SCHOOL (BUSHEY)

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Queens' School (Bushey) for the period 1 September 2016 to 31 August 2017 and up to the date of approval of the annual report and accounts.

Capacity to handle risk

The board of governors has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2016 to 31 August 2017 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of governors.

The risk and control framework

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

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

The board of trustees has considered the need for a specific internal audit function and has decided:

- not to appoint an internal auditor. However the trustees have appointed Simon Reynolds, a trustee, as responsible officer (RO); and
- the trustees have appointed UHY Hacker Young (East) Limited, the external auditor, to perform additional checks

The auditor's role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems. On a termly basis, the RO reviews the auditor's findings and reports to the board of trustees on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities. No material control issues have been identified.

Review of effectiveness

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

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

QUEENS' SCHOOL (BUSHEY)

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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

Approved by order of the board of governors on 05.12.17 and signed on its behalf by:



J Raybould
Chair of Governors



J Morrell
Headteacher and Accounting Officer

QUEENS' SCHOOL (BUSHEY)

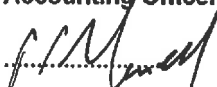
STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE FOR THE YEAR ENDED 31 AUGUST 2017

As accounting officer of Queens' School (Bushey) I have considered my responsibility to notify the academy trust board of governors and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2016.

I confirm that I and the academy trust's board of governors are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2016.

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

J Morrell
Accounting Officer



QUEENS' SCHOOL (BUSHEY)

STATEMENT OF GOVERNORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2017

The governors (who act as trustees for Queens' School (Bushey) and are also the directors of Queens' School (Bushey) for the purposes of company law) are responsible for preparing the Governors' Report and the accounts in accordance with the Annual Accounts Direction issued by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these accounts, the governors are required to:

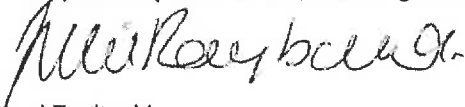
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the board of governors on 05.12.17 and signed on its behalf by:



J Raybould
Chair of Governors



J Morrell
Governor

QUEENS' SCHOOL (BUSHEY)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF QUEENS' SCHOOL (BUSHEY)

Opinion

We have audited the accounts of Queens' School (Bushey) for the year ended 31 August 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017 issued by the Education and Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017.

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

QUEENS' SCHOOL (BUSHEY)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF QUEENS' SCHOOL (BUSHEY) (CONTINUED)

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of governors

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

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

Auditor's responsibilities for the audit of the financial statements

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

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

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

QUEENS' SCHOOL (BUSHEY)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF QUEENS' SCHOOL (BUSHEY) (CONTINUED)



James Price FCA (Senior Statutory Auditor)
for and on behalf of UHY Hacker Young (East) Limited

20/12/17

.....

Chartered Accountants
Statutory Auditor

PO Box 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

QUEENS' SCHOOL (BUSHEY)

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO QUEENS' SCHOOL (BUSHEY) AND THE EDUCATION AND SKILLS FUNDING AGENCY

In accordance with the terms of our engagement letter dated 10 June 2014 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2016 to 2017, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Queens' School (Bushey) during the period 1 September 2016 to 31 August 2017 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Queens' School (Bushey) and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Queens' School (Bushey) 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 Queens' School (Bushey) and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Queens' School (Bushey)'s accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Queens' School (Bushey)'s funding agreement with the Secretary of State for Education dated 28 June 2011 and the Academies Financial Handbook, extant from 1 September 2016, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance, and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2016 to 2017. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2016 to 31 August 2017 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2016 to 2017 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

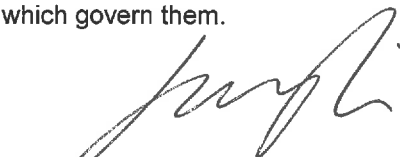
- reviewing the minutes of the meetings of the Governing Body and other evidence available to us, relevant to our consideration of regularity
- a review of the objectives and activities of the Academy, with reference to the income streams and other information available to us auditors of the Academy
- testing of a sample of payments to suppliers and other third parties
- testing of a sample of grants received and other income streams
- evaluating the internal control procedures and reporting lines, testing as appropriate and making appropriate enquiries of the Accounting Officer.

QUEENS' SCHOOL (BUSHEY)

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO QUEENS' SCHOOL (BUSHEY) AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)

Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2016 to 31 August 2017 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



James Price FCA

Reporting Accountant

UHY Hacker Young (East) Limited

PO Box 501

The Nexus Building

Broadway

Letchworth Garden City

Herts

SG6 9BL

Dated: 20/12/17

QUEENS' SCHOOL (BUSHEY)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2017

	Notes	Unrestricted Funds £	Restricted funds: General Fixed asset £ £		Total 2017 £	Total 2016 £
Income and endowments from:						
Donations and capital grants	3	29,288	-	1,227,731	1,257,019	456,962
Charitable activities:						
- Funding for educational operations	4	-	8,264,179	-	8,264,179	8,562,460
Other trading activities	5	266,448	534,241	-	800,689	801,536
Investments	6	9,009	-	-	9,009	2,078
Total income and endowments		304,745	8,798,420	1,227,731	10,330,896	9,823,036
Expenditure on:						
Raising funds	7	31,630	414,372	-	446,002	474,319
Charitable activities:						
- Educational operations	8	-	8,727,987	722,873	9,450,860	9,621,606
Total expenditure	7	31,630	9,142,359	722,873	9,896,862	10,095,925
Net income/(expenditure)		273,115	(343,939)	504,858	434,034	(272,889)
Transfers between funds		31,382	(31,382)	-	-	-
Other recognised gains and losses						
Actuarial gains/(losses) on defined benefit pension schemes	20	-	1,097,000	-	1,097,000	(895,000)
Net movement in funds		304,497	721,679	504,858	1,531,034	(1,167,889)
Reconciliation of funds						
Total funds brought forward		1,214,094	(1,664,222)	38,028,195	37,578,067	38,745,956
Total funds carried forward		1,518,591	(942,543)	38,533,053	39,109,101	37,578,067

QUEENS' SCHOOL (BUSHEY)

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

FOR THE YEAR ENDED 31 AUGUST 2017

Comparative year information Year ended 31 August 2016	Notes	Unrestricted	Restricted funds:		Total
		Funds	General	Fixed asset	2016
		£	£	£	£
Income and endowments from:					
Donations and capital grants	3	33,837	-	423,125	456,962
Charitable activities:					
- Funding for educational operations	4	-	8,562,460	-	8,562,460
Other trading activities	5	250,881	550,655	-	801,536
Investments	6	2,078	-	-	2,078
Total income and endowments		286,796	9,113,115	423,125	9,823,036
Expenditure on:					
Raising funds	7	29,425	444,894	-	474,319
Charitable activities:					
- Educational operations	8	-	8,913,401	708,205	9,621,606
Total expenditure	7	29,425	9,358,295	708,205	10,095,925
Net income/(expenditure)		257,371	(245,180)	(285,080)	(272,889)
Transfers between funds		-	(59,962)	59,962	-
Other recognised gains and losses					
Actuarial losses on defined benefit pension schemes	20	-	(895,000)	-	(895,000)
Net movement in funds		257,371	(1,200,142)	(225,118)	(1,167,889)
Reconciliation of funds					
Total funds brought forward		956,723	(464,080)	38,253,313	38,745,956
Total funds carried forward		1,214,094	(1,664,222)	38,028,195	37,578,067

QUEENS' SCHOOL (BUSHEY)

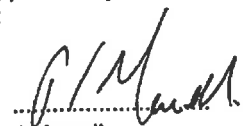
BALANCE SHEET

AS AT 31 AUGUST 2017

	Notes	2017		2016	
		£	£	£	£
Fixed assets					
Tangible assets	12		38,488,600		38,054,466
Current assets					
Debtors	14	438,673		410,573	
Cash at bank and in hand		2,399,391		2,115,324	
		<u>2,838,064</u>		<u>2,525,897</u>	
Current liabilities					
Creditors: amounts falling due within one year	15	(988,627)		(887,152)	
Net current assets			1,849,437		1,638,745
Total assets less current liabilities			40,338,037		39,693,211
Creditors: amounts falling due after more than one year	16		(18,936)		(23,144)
Net assets excluding pension liability			40,319,101		39,670,067
Defined benefit pension liability	20		(1,210,000)		(2,092,000)
Net assets			<u>39,109,101</u>		<u>37,578,067</u>
Funds of the academy trust:					
Restricted funds	18				
- Fixed asset funds			38,533,053		38,028,195
- Restricted income funds			267,457		427,778
- Pension reserve			(1,210,000)		(2,092,000)
Total restricted funds			<u>37,590,510</u>		<u>36,363,973</u>
Unrestricted income funds	18		1,518,591		1,214,094
Total funds			<u><u>39,109,101</u></u>		<u><u>37,578,067</u></u>

The accounts set out on pages 22 to 44 were approved by the board of governors and authorised for issue on 25.12.17 and are signed on its behalf by:


 J Raybould
 Chair of Governors


 J Morrell
 Headteacher and Accounting Officer
 Company Number 07650609

QUEENS' SCHOOL (BUSHEY)

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2017

	Notes	2017 £	£	2016 £	£
Cash flows from operating activities					
Net cash provided by (used in) operating activities	22		208,542		(148,370)
Cash flows from investing activities					
Dividends, interest and rents from investments		9,009		2,078	
Capital grants from DfE and EFA		1,193,345		183,885	
Capital funding from sponsors and others		34,386		239,240	
Payments to acquire tangible fixed assets		(1,157,007)		(509,358)	
Payments to long term deposit accounts		(238,573)		(505,171)	
			(158,840)		(589,326)
Cash flows from financing activities					
Repayment of other loan		(4,208)		(4,208)	
			(4,208)		(4,208)
Change in cash and cash equivalents in the reporting period					
			45,494		(741,904)
Cash and cash equivalents at 1 September 2016			1,610,153		2,352,057
Cash and cash equivalents at 31 August 2017	21		<u>1,655,647</u>		<u>1,610,153</u>

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2017

1 Accounting policies

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

1.1 Basis of preparation

The accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2016 to 2017 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Queens' School (Bushey) meets the definition of a public benefit entity under FRS 102.

1.2 Going concern

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

1.3 Income

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

Grants receivable

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

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

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

Sponsorship income

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the statement of financial activities in the period in which it is receivable (where there are no performance-related conditions), where the receipt is probable and it can be measured reliably.

Donations

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

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

1 Accounting policies

(Continued)

Other income

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

Donated goods, facilities and services

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

Donated fixed assets

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

Investment income

Where the academy holds unused funds on deposit the interest receivable is recognised on an accruals basis in the statement of financial activities in the period to which it accrued.

1.4 Expenditure

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

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

All resources expended are inclusive of irrecoverable VAT.

Expenditure on raising funds

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

Charitable activities

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

Governance costs

These include the costs attributable to the academy trust's compliance with constitutional and statutory requirements, including audit, strategic management, governors' meetings and reimbursed expenses.

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

1 Accounting policies

(Continued)

1.5 Tangible fixed assets and depreciation

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding that require the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

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

Land and buildings	straight line over 30 years
Computer equipment	10% - 50% straight line
Fixtures, fittings & equipment	10% - 50% straight line

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use.

No depreciation is provided in respect of freehold land.

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

1.6 Liabilities

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

1.7 Financial instruments

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

Financial assets

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

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

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

1 Accounting policies

(Continued)

Financial liabilities

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

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

1.8 Taxation

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

1.9 Pensions benefits

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 20, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

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

1.10 Fund accounting

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

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

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

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

1 Accounting policies

(Continued)

1.11 Concessionary Loans

Concessionary loans are initially recognised as a liability at the amount received, with the carrying amount being adjusted in subsequent years to reflect repayments made and any accrued interest payable.

2 Critical accounting estimates and areas of judgement

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

Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 20, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2013 has been used by the actuary in valuing the pensions liability at 31 August 2017. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Capital grants	-	1,227,731	1,227,731	423,125
Other donations	29,288	-	29,288	33,837
	<u>29,288</u>	<u>1,227,731</u>	<u>1,257,019</u>	<u>456,962</u>

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

4 Funding for the academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
DfE / ESFA grants				
General annual grant (GAG)	-	7,955,418	7,955,418	8,310,281
Other DfE / ESFA grants	-	208,988	208,988	171,012
	-	8,164,406	8,164,406	8,481,293
Other government grants				
Local authority grants	-	6,166	6,166	19,920
Other funds				
Other incoming resources	-	93,607	93,607	61,247
Total funding	-	8,264,179	8,264,179	8,562,460

5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Hire of facilities	214,347	-	214,347	186,413
Music tuition	-	68,899	68,899	65,236
Other income	52,101	465,342	517,443	549,887
	266,448	534,241	800,689	801,536

6 Investment income

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Short term deposits	9,009	-	9,009	2,078

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

7 Expenditure

	Staff costs £	Premises & equipment £	Other costs £	Total 2017 £	Total 2016 £
Expenditure on raising funds	31,382	-	414,620	446,002	474,319
Academy's educational operations					
- Direct costs	6,454,192	614,442	499,795	7,568,429	7,788,558
- Allocated support costs	990,375	467,480	424,576	1,882,431	1,833,048
	<u>7,475,949</u>	<u>1,081,922</u>	<u>1,338,991</u>	<u>9,896,862</u>	<u>10,095,925</u>

Net income/(expenditure) for the year includes:

	2017 £	2016 £
Fees payable to auditor for:		
- Audit	9,550	9,550
- Other services	1,842	1,889
Depreciation of tangible fixed assets	722,873	708,205
Net interest on defined benefit pension liability	43,000	42,000
	<u>777,265</u>	<u>1,583,644</u>

8 Charitable activities

	2017 £	2016 £
All from restricted funds:		
Direct costs - educational operations	7,568,429	7,788,558
Support costs - educational operations	1,882,431	1,833,048
	<u>9,450,860</u>	<u>9,621,606</u>

	2017 £	2016 £
Analysis of support costs		
Support staff costs	867,619	736,127
Depreciation and amortisation	108,431	106,231
Technology costs	65,031	156,203
Premises costs	359,049	378,512
Other support costs	332,489	287,418
Governance costs	149,812	168,557
	<u>1,882,431</u>	<u>1,833,048</u>

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

9 Staff costs

	2017 £	2016 £
Wages and salaries	5,548,825	5,600,804
Social security costs	559,836	494,701
Operating costs of defined benefit pension schemes	1,133,954	1,047,987
Apprenticeship levy	5,575	-
Staff costs	7,248,190	7,143,492
Supply staff costs	69,463	185,626
Staff development and other staff costs	158,296	160,466
Total staff expenditure	7,475,949	7,489,584

Staff numbers

The average number of persons employed by the academy trust during the year was as follows:

	2017 Number	2016 Number
Teachers	113	114
Administration and support	82	84
Management	8	9
	203	207

Higher paid staff

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

	2017 Number	2016 Number
£60,000 - £70,000	4	5
£90,001 - £100,000	1	-
£110,000 - £120,000	-	1

Key management personnel

The key management personnel of the academy trust comprise the governors and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £801,289 (2016: £854,545).

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

10 Governors' remuneration and expenses

The head teacher and other staff governors only receive remuneration in respect of services they provide undertaking the roles of head teacher and staff, and not in respect of their services as governors. Other governors did not receive any payments during the year.

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

J Morrell (Head Teacher and Governor, appointed 1 September 2017 - current year only)

Remuneration £95,001 - £100,000

Employer's pension contributions £15,000 - £20,000

T James (Head Teacher and Governor, resigned 31 August 2016 - comparative only):

Remuneration (2016: £110,001- £115,000)

Employer's pension contributions (2016: £15,001 - £20,000)

A Fretwell (Staff Governor):

Remuneration £30,001-£35,000 (2016 £35,001 - £40,000)

Employer's pension contributions £5,000 - £10,000 (2016: £5,001 - £10,000)

S Gorton (Staff Governor):

Remuneration £25,001-£30,000 (2016: £25,001 - £30,000)

Employer's pension contributions £5,001 - £10,000 (2016: £5,001 - £10,000)

V Foweraker (Employed Governor):

Remuneration £20,001 - £25,000 (2016: £20,001 - £25,000)

Employer's pension contributions £5,001 - £10,000 (2016:£5,001 - £10,000)

L Park (Staff Governor):

Remuneration £40,001 - £45,000 (2016: £35,001 - £40,000)

Employer's pension contributions £5,001 - £10,000 (2016: £5,001 - £10,000)

During the year, no expenses were reimbursed to the trustees.

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

11 Governors and officers insurance

In accordance with normal commercial practice, the academy trust has purchased insurance to protect governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. The insurance provides cover up to £5m on any one claim. The insurance is included within the academy trusts main insurance policy, and therefore the cost is not separately identifiable.

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

12 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Total
	£	£	£	£
Cost				
At 1 September 2016	38,771,299	262,053	848,882	39,882,234
Additions	1,080,398	35,297	41,312	1,157,007
Disposals	-	(319)	(700)	(1,019)
At 31 August 2017	39,851,697	297,031	889,494	41,038,222
Depreciation				
At 1 September 2016	1,113,088	218,117	496,563	1,827,768
On disposals	-	(319)	(700)	(1,019)
Charge for the year	612,739	17,726	92,408	722,873
At 31 August 2017	1,725,827	235,524	588,271	2,549,622
Net book value				
At 31 August 2017	38,125,870	61,507	301,223	38,488,600
At 31 August 2016	37,658,211	43,936	352,319	38,054,466

Included within freehold land and buildings are assets under the course of construction. These assets have a cost of £484,605 (2016: £694,210) and will not be depreciated until they have been completed and are brought into use.

13 Financial instruments

	2017	2016
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	80,404	63,194
Carrying amount of financial liabilities		
Measured at amortised cost	577,124	449,996
Loan commitments measured at cost less impairment	23,144	27,352

14 Debtors

	2017	2016
	£	£
Trade debtors	80,404	45,002
VAT recoverable	26,809	62,014
Other debtors	-	18,192
Prepayments and accrued income	331,460	285,365
	438,673	410,573

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

15 Creditors: amounts falling due within one year	2017	2016
	£	£
Other loans	4,208	4,208
Trade creditors	133,966	333,206
Other creditors	309,611	306,659
Accruals and deferred income	540,842	243,079
	<u>988,627</u>	<u>887,152</u>
16 Creditors: amounts falling due after more than one year	2017	2016
	£	£
Other loans	18,936	23,144
	<u>18,936</u>	<u>23,144</u>
Analysis of loans		
Wholly repayable within five years	23,144	27,352
Less: included in current liabilities	(4,208)	(4,208)
	<u>18,936</u>	<u>23,144</u>
Amounts included above	18,936	23,144
	<u>18,936</u>	<u>23,144</u>
Loan maturity		
Debt due in one year or less	4,208	4,208
Due in more than two years but not more than five years	16,832	16,832
Due in more than five years	2,104	6,312
	<u>23,144</u>	<u>27,352</u>

Included within other loans are loans totalling £23,144 (2016: £27,352) from Salix Finance Ltd which is provided on the following terms:

- interest rate of 0%,
- repayable over 8 years at £4,208 annually.

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

17 Deferred income	2017 £	2016 £
Deferred income is included within:		
Creditors due within one year	142,232	159,327
Deferred income at 1 September 2016	159,327	190,506
Released from previous years	(159,327)	(190,506)
Amounts deferred in the year	142,232	159,327
Deferred income at 31 August 2017	142,232	159,327

At the balance sheet date the academy trust was holding funds received in advance for music fees, lettings income, school trips and house funds.

18 Funds	Balance at 1 September 2016 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2017 £
Restricted general funds					
General Annual Grant	(624,979)	7,955,418	(7,330,439)	-	-
Other DfE / ESFA grants	-	208,988	(208,988)	-	-
Other government grants	-	6,166	(6,166)	-	-
Other restricted funds	1,052,757	627,848	(1,381,766)	(31,382)	267,457
Funds excluding pensions	427,778	8,798,420	(8,927,359)	(31,382)	267,457
Pension reserve	(2,092,000)	-	(215,000)	1,097,000	(1,210,000)
	(1,664,222)	8,798,420	(9,142,359)	1,065,618	(942,543)
Restricted fixed asset funds					
DfE / ESFA capital grants	38,028,195	1,227,731	(722,873)	-	38,533,053
Total restricted funds	36,363,973	10,026,151	(9,865,232)	1,065,618	37,590,510
Unrestricted funds					
General funds	1,214,094	304,745	(31,630)	31,382	1,518,591
Total funds	37,578,067	10,330,896	(9,896,862)	1,097,000	39,109,101

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

18 Funds

(Continued)

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

General Annual Grant

The General Annual Grant (GAG) must be used for the normal running costs of the academy. Under the funding agreement with the Secretary of State, the academy trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2017.

Other DfE / EFSA grants

This represents other funding for various purposes including pupil premium, sports funding, training and other pupil related activities.

Other government grants

This represents funding received from local government for various specific purposes including special educational needs children and education other than at school.

Other restricted funds

The other restricted funds relate to various school and educational activities which are not funded by the General Annual Grant.

Pension reserve

The defined benefit pension scheme relates to the pension deficit arising on the LGPS pension scheme.

Restricted fixed asset fund

The restricted fund asset fund was funded predominantly by the funds inherited on conversion to an academy from the local authority following the transfer of the land and buildings.

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

18 Funds

(Continued)

Movements in funds - previous year

	Balance at 1 September 2015 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2016 £
Restricted general funds					
General Annual Grant	-	8,310,281	(8,935,260)	-	(624,979)
Other DfE / ESFA grants	-	171,012	(171,012)	-	-
Other government grants	-	19,920	(19,920)	-	-
Other restricted funds	642,920	611,902	(142,103)	(59,962)	1,052,757
	<u>642,920</u>	<u>9,113,115</u>	<u>(9,268,295)</u>	<u>(59,962)</u>	<u>427,778</u>
Funds excluding pensions	642,920	9,113,115	(9,268,295)	(59,962)	427,778
Pension reserve	(1,107,000)	-	(90,000)	(895,000)	(2,092,000)
	<u>(464,080)</u>	<u>9,113,115</u>	<u>(9,358,295)</u>	<u>(954,962)</u>	<u>(1,664,222)</u>
Restricted fixed asset funds					
DfE / ESFA capital grants	38,253,313	423,125	(708,205)	59,962	38,028,195
	<u>38,253,313</u>	<u>423,125</u>	<u>(708,205)</u>	<u>59,962</u>	<u>38,028,195</u>
Total restricted funds	<u>37,789,233</u>	<u>9,536,240</u>	<u>(10,066,500)</u>	<u>(895,000)</u>	<u>36,363,973</u>
Unrestricted funds					
General funds	956,723	286,796	(29,425)	-	1,214,094
	<u>956,723</u>	<u>286,796</u>	<u>(29,425)</u>	<u>-</u>	<u>1,214,094</u>
Total funds	<u>38,745,956</u>	<u>9,823,036</u>	<u>(10,095,925)</u>	<u>(895,000)</u>	<u>37,578,067</u>

19 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total 2017 £
Fund balances at 31 August 2017 are represented by:				
Tangible fixed assets	-	-	38,488,600	38,488,600
Current assets	1,564,851	882,573	390,640	2,838,064
Creditors falling due within one year	(46,260)	(615,116)	(327,251)	(988,627)
Creditors falling due after one year	-	-	(18,936)	(18,936)
Defined benefit pension liability	-	(1,210,000)	-	(1,210,000)
	<u>1,518,591</u>	<u>(942,543)</u>	<u>38,533,053</u>	<u>39,109,101</u>

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

19 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total 2016 £
Fund balances at 31 August 2016 are represented by:				
Tangible fixed assets	-	-	38,054,466	38,054,466
Current assets	1,214,094	1,127,918	183,885	2,525,897
Creditors falling due within one year	-	(700,140)	(187,012)	(887,152)
Creditors falling due after one year	-	-	(23,144)	(23,144)
Defined benefit pension liability	-	(2,092,000)	-	(2,092,000)
	<u>1,214,094</u>	<u>(1,664,222)</u>	<u>38,028,195</u>	<u>37,578,067</u>

20 Pensions and similar obligations

The academy trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Hymans Robertson LLP. Both are multi-employer defined benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and that of the LGPS related to the period ended 31 March 2016.

Contributions amounting to £120,473 (2016: £127,325) were payable to the schemes at 31 August 2017 and are included within creditors.

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

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

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014.

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

20 Pensions and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge (currently 14.1%))
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%

During the previous year the employer contribution rate was 14.1%. The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The employer's pension costs paid to the TPS in the period amounted to £688,015 (2016: £735,897).

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

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

Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 25.3% for employers and 5.5% to 12.5% for employees.

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

Total contributions made	2017	2016
	£	£
Employer's contributions	279,000	275,000
Employees' contributions	69,000	67,000
Total contributions	348,000	342,000

Principal actuarial assumptions	2017	2016
	%	%
Rate of increases in salaries	2.5	3.6
Rate of increase for pensions in payment	2.4	2.1
Discount rate	2.5	2.0
Commutation of pensions to lump sums	50	50.0

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

20 Pensions and similar obligations

(Continued)

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

	2017 Years	2016 Years
Retiring today		
- Males	22.5	22.3
- Females	24.9	24.5
Retiring in 20 years		
- Males	24.1	24.3
- Females	26.7	26.7

Scheme liabilities would have been increased/(decreased) by changes in assumptions as follows:

	2017 £	2016 £
0.5% decrease in real discount rate	515,000	595,000
0.5% increase in salary increase rate	77,000	228,000
0.5% increase in pension increase rate	431,000	346,000

The academy trust's share of the assets in the scheme

	2017 Fair value £	2016 Fair value £
Equities	2,285,000	1,932,000
Bonds	879,000	859,000
Property	246,000	215,000
Other assets	105,000	61,000
Total market value of assets	3,515,000	3,067,000

Actual return on scheme assets - gain including interest income

188,000	399,000
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Amounts recognised in the statement of financial activities

	2017 £	2016 £
Current service cost	451,000	323,000
Interest income	(64,000)	(93,000)
Interest cost	107,000	135,000
Total operating charge	494,000	365,000

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

20 Pensions and similar obligations	(Continued)	
Changes in the present value of defined benefit obligations	2017	2016
	£	£
Obligations at 1 September 2016	5,159,000	3,490,000
Current service cost	451,000	323,000
Interest cost	107,000	135,000
Employee contributions	69,000	67,000
Actuarial (gain)/loss	(973,000)	1,201,000
Benefits paid	(88,000)	(57,000)
At 31 August 2017	<u>4,725,000</u>	<u>5,159,000</u>
Changes in the fair value of the academy trust's share of scheme assets	2017	2016
	£	£
Assets at 1 September 2016	3,067,000	2,383,000
Interest income	64,000	93,000
Actuarial gain	124,000	306,000
Employer contributions	279,000	275,000
Employee contributions	69,000	67,000
Benefits paid	(88,000)	(57,000)
At 31 August 2017	<u>3,515,000</u>	<u>3,067,000</u>
21 Analysis of cash and cash equivalents	2017	2016
	£	£
Cash and deposits expiring in less than 3 months	1,655,647	1,610,153
Deposits expiring in more than 3 months	743,744	505,171
Cash at bank and in hand	<u><u>2,399,391</u></u>	<u><u>2,115,324</u></u>

QUEENS' SCHOOL (BUSHEY)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2017

22 Reconciliation of net income/(expenditure) to net cash flows from operating activities	2017	2016
	£	£
Net income/(expenditure) for the reporting period	434,034	(272,889)
Adjusted for:		
Capital grants from DfE/ESFA and other capital income	(1,227,731)	(423,125)
Investment income receivable	(9,009)	(2,078)
Defined benefit pension costs less contributions payable	172,000	48,000
Defined benefit pension net finance cost	43,000	42,000
Depreciation of tangible fixed assets	722,873	708,205
(Increase)/decrease in debtors	(17,345)	75,916
Increase/(decrease) in creditors	101,475	(140,514)
Net cash provided by operating activities	<u>219,297</u>	<u>35,515</u>
23 Capital commitments	2017	2016
	£	£
Expenditure contracted for but not provided in the accounts	<u>314,360</u>	<u>-</u>
24 Related party transactions		
<p>Owing to the nature of the academy trust's operations and the composition of the board of governors being drawn from local public and private sector organisations, transactions may take place with organisations in which governors have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the academy trust's financial regulations and normal procurement procedures.</p> <p>No related party transactions took place in the period of account.</p>		
25 Members' liability		
<p>Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.</p>		