

# Capel Manor College

## Annual Report and Financial Statements For the year ended 31 July 2025



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Students support BBC One's 'DIY SOS' project



Capel Manor College's Digital Immersive Learning Suite

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The College wins Gold at BBC Gardeners' World Spring Fair 2025



Showcasing students' skills at Claridge's Hotel (Radio 1 Cover)

# Key Management Personnel, Board of Governors and Professional Advisers

Key management personnel are defined as the members of the Executive Team and were represented by the following in 2024-25 and up to the date of this report.

Peter Brammall - Principal, Chief Executive and Accounting Officer

Paul Smith - Deputy Principal and Chief Operating Officer

Denise Lloyd - Vice Principal

Heather Marks – Deputy Principal – Curriculum and Quality (from March 2025)

James Bryan – Executive Director of HR & Central Services

## Board of Governors

A full list of Governors is given on pages 16 to 19 of these financial statements.

Jennifer Swift was Director of Governance for the year.

## Professional Advisers

### ***Financial Statements and Regularity Auditors***

Buzzacott Audit LLP  
130 Wood Street  
London  
EC2V 6DL

### ***Internal Auditors***

RSM UK Risk  
Assurance Services  
LLP 25 Farringdon  
Street London  
EC4A 4AB

### ***Solicitors***

Duffield Harrison  
Rathmore House  
56 High Street  
Hoddesdon  
Herts  
EN11 8EX

### ***Bankers***

Bank of Scotland PLC  
300 Lawnmarket  
Royal Mile  
Edinburgh  
EN1 2PH

Clydesdale Bank PLC  
88 Wood Street  
London  
EC2V 7QQ

Barclays Bank PLC  
1 Churchill Place  
London  
E14 5HP

Lloyds Bank PLC  
25 Gresham Street  
London  
EC2V 7HN

## Objectives and Strategy

The Corporation presents its annual report and audited financial statements for the year ended 31 July 2025.

### Legal status

The Corporation was established under the Further and Higher Education Act 1992 for the purpose of conducting Capel Manor College. The College is an exempt charity for the purposes of Part 3 of the Charities Act 2011 and following the Machinery of Government changes in July 2016, is regulated by the Secretary of State for Education. The members of the Governing Body, who are trustees of the exempt charity, are disclosed on pages 16 to 19.

### Mission, Vision, Strategy and Objectives

Capel Manor College is London's specialist land-based provider, uniquely positioned to meet the capital's growing demand for green skills and environmental expertise. With over 3384 students annually across five campuses, we deliver a broad, employer-informed curriculum aligned to the green economy, sustainability, and environmental stewardship.



Responding to the capital's urgent workforce needs, for over 56 years the College has equipped students from all walks of life with the skills, knowledge, and confidence to build meaningful careers in sectors vital to London's future green spaces, horticulture, landscaping, agriculture, conservation, arboriculture, animal management, floristry and event styling sectors.

The College plays a vital role in tackling London's green skills gap, working in partnership with over 200 employers, industry leaders, and civic organisations to shape the workforce of the future. Our provision supports learners from diverse backgrounds, with 56% of 16–18-year-olds coming from areas of significant deprivation and over 30% of students declaring disabilities or additional learning needs.

We are a founding member of the Mayor's Green Skills Academies, a key delivery partner for London's Local Skills Improvement Plan (LSIP), and an active contributor to the UK's Green Jobs Delivery Plan. Capel's involvement is particularly important given the College's unique role across the capital leading the green spaces and environmental skills development work, alongside the focus on green building and construction skills provided by other colleges. The College's impact extends beyond education; we help address inequality, drive social mobility and build the environmental workforce London needs for a net-zero future.

Our **mission**: to support the environment and green skills in London.

Our **vision**: an environmentally, economically, and socially sustainable future for our students and the communities we serve.

As London's only land-based college offering this breadth of provision, Capel plays a pivotal role in building the workforce needed for a greener, fairer city, developing new entrants, upskilling existing workers, and creating inclusive pathways for all Londoners to thrive in the green economy.

Our **Strategic Objectives** for the period to 31 July 2025 were to:

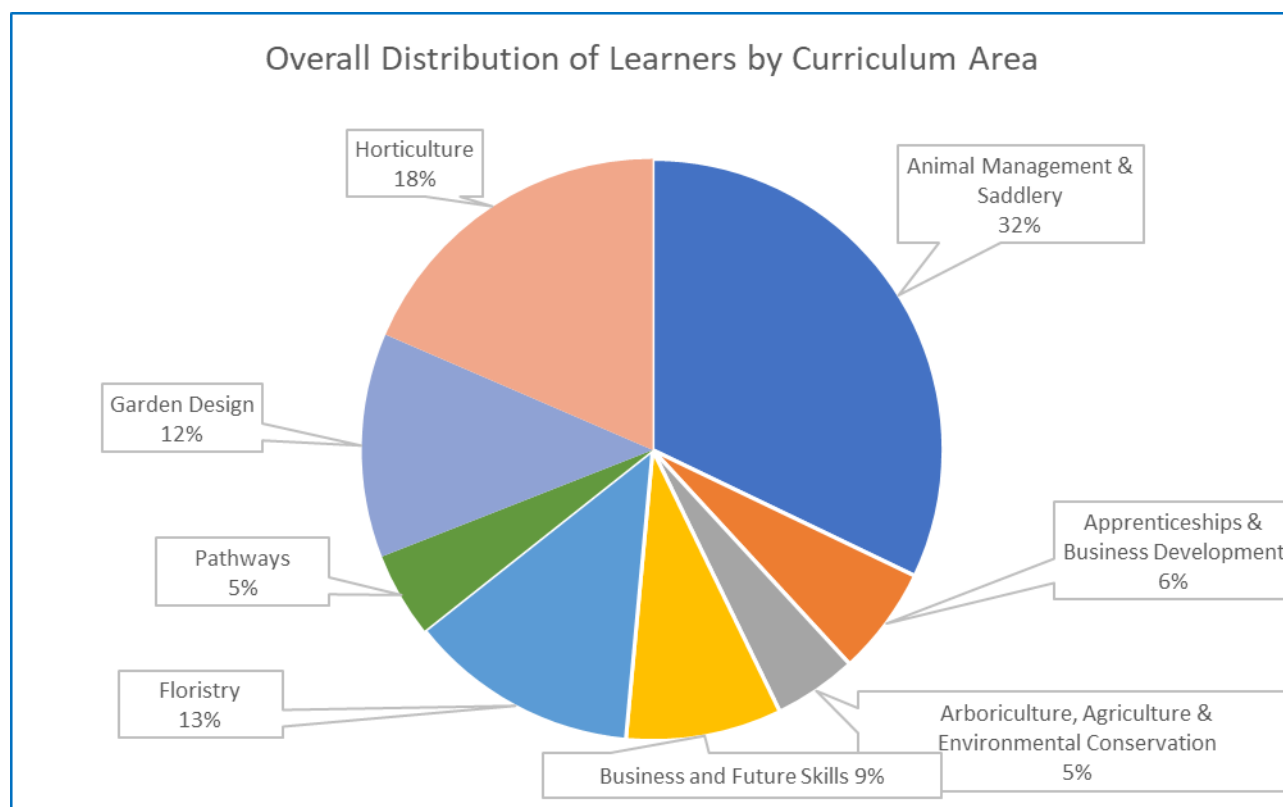
1. Deliver outstanding learning experiences for our students
2. Develop reward and retain excellence via an enhanced people proposition
3. Secure increased financial sustainability, enabling reinvestment in people, facilities and new capabilities
4. Refresh our curriculum offer, ensuring a strong voice for employers and other commissioners/stakeholders which reflect local, regional, and national skills needs.

## Resources

The College employs approximately 349 people (expressed as 272 full time equivalent); of whom 112 are teaching staff (expressed as 104 full time equivalent staff). We value all who work for Capel Manor and the contribution we collectively make to furthering our mission and vision and upholding our values.

Capel Manor College enrolled 3,384 learners, studying on the College's five campuses and via workplace learning. The overall achievement rate for FE learners for all ages was 88%, representing an increase on the previous year and is above the national average figure for student achievement.

Our overall learners by curriculum area are as follows:



The proportion of our learners with declared disabilities was 18.4% and the proportion of learners with declared learning difficulties was 23.6%. The College's Black, Asian and Mixed Ethnicity (BAME) is 28.5%. The College is actively seeking an even better diversity representation through policies, practices and marketing.

The College has a history of strong financial performance. This supports the continued delivery of specialist provision on a sustainable basis.

As London's only land-based environmental College, we have a significant economic impact in the London Boroughs and deliver a wide range of qualifications, from Entry to Degree Levels, including employer responsive provision for apprenticeships.

The College recruits regionally and nationally and has a strong brand and reputation for delivering land-based vocational education.

To support our sustainable future, the College delivers several successful commercial enterprises integrated into our specialisms, which not only contribute to our income but also provide added value for our students. These include the College's own 200-acre estates, its farm, public gardens, zoos and associated events.

We work in close partnerships with world-class partners across our specialisms, including the Royal Parks, City of London, Royal Botanical Garden (Kew), The Zoological Society – London

(ZSL), The Royal Horticultural Society and the Peabody Group, to name a few of our key employers.

The College was Ofsted rated as 'Requires Improvement' overall, after a full inspection in May 2023. The College's work with adult students, which reflects 65% of learners, was recognised as 'Good'. Inspectors recognised the positive work taking place in a number of areas to make improvements. Subsequent to the 2023 Ofsted visit, the improvements have resulted in a significant uplift in year-end achievement results, with young and adult students achieving results that sit above the national average. The College's improvement work was further re-assessed during the Monitoring Visit in April 2024 by Ofsted, who endorsed the work underway and impact being seen.

## Stakeholder Relationships

In line with other colleges and with universities, Capel Manor College has many stakeholders. These include:

- Students and staff;
- Education sector funding bodies;
- Employers;
- Local authorities;
- Local Skills Improvement Plan partners and commissioners, including Local Strategic Partnerships and the Mayor's Green Skills Academies;
- Local communities;
- Other Further Education institutions;
- Professional bodies;
- The Greater London Authority;
- Higher Education Institutions;
- The Livery companies of London;
- NGO's and other regulatory authorities.

The College recognises the importance of these relationships and engages in regular communication with them.

## Public Benefit

Capel Manor College is an exempt charity under Part 3 of the Charities Act 2011.

In setting and reviewing the College's strategic objectives, the Governing Body has had due regard for the Charity Commission's guidance on public benefit and particularly upon its supplementary guidance on the advancement of education. The guidance sets out the requirement that all organisations wishing to be recognised as charities must demonstrate, explicitly, that their aims are for the public benefit.

In delivering its mission, the College provides the following identifiable public benefits through the advancement of education and training:

- Providing education and training to future workers in the crucial area of the environment, as affected by climate change
- Providing opportunity for personal and professional development through widening participation, tackling social exclusion and social mobility
- Providing outstanding learning and student experiences
- Supporting transition into employment or progression to higher study
- Maintaining excellent links with employers, industry and commerce to provide a voice of industry and enhance student opportunity

- Providing publicly accessible greenspace and amenities for local communities
- Maintaining strong links with the Greater London Authority to support the green economy in London.

## Sustainability

Capel Manor aspires to be a green employer as well as placing biodiversity, sustainability and climate change mitigation central to our provision. Our Charter for the environment and sustainability sets ambitious and attainable targets for our own response to climate change including our desire to be at least net zero emissions no later than 2030.

We are also seeking to:

- establish, and meet, our own ambitious targets and progress measures for responding to climate change, to guide our journey to a net zero position
- use our knowledge, skills and resources to protect and conserve the landscape and natural resources we own and manage, for the benefit of people, wildlife and the wider environment in London
- work with others to build sustainable futures for the natural environment
- engage students and the community at every reasonable opportunity to develop the future workforce and volunteers needed to preserve and enhance the natural world for future generations
- seek ways to improve the carbon literacy, the awareness of environmental impact and the ways to reduce emissions, amongst the College community and our stakeholders.

## Financial Objectives

Maintaining a sound financial position and wellbeing continues to be a key strategic priority for the College to ensure that it:

- has an adequate level of resources
- is able to generate sufficient funds to provide for on-going investment; and
- retains the confidence of its funding bodies, bankers and other key stakeholders.

The College's financial objectives are:

- to achieve an annual operating surplus
- to pursue alternative sources of funding, on a selective basis, consistent with the College's strategic objectives to maintain its independent status
- to generate sufficient levels of income to support and enhance the asset base of the College
- to further improve the College's shorter-term liquidity.

## Performance Indicators

A series of performance indicators have been agreed to monitor the successful implementation of the financial objectives.

<b>Key Performance Indicator</b>	<b>Measure/Target</b>	<b>Actual for 2024/25</b>
<i>EBITDA as % of income</i>	≥ 6%	1.41%
<i>Staff costs as a % of income (before FRS 102 pension adjustments)</i>	≤ 70%	70.4%
<i>Operating cash flow</i>	> 0	£972k
<i>Liquidity (adjusted current ratio)</i>	≥ 2.5:1	3.7:1
<i>Total borrowing as a % of income</i>	≤ 4%	0%

<i>Adjusted cash days in hand</i>	≥ 30	156 days
<i>Operating surplus/(deficit) as % of income</i>	>0	0.51%
<i>Financial Health Score</i>	Good	Good

The College is committed to observing the importance of sector measures and indicators and uses the FE Choices data available on the GOV.UK website and looks at measures such as achievement rates.

The College is required to complete the annual Finance Record for the Department for Education (DfE). The College is assessed by the DfE and has a 'Good' financial health grading.

## Financial Position

### Financial review

The Group generated a surplus before other gains and losses in the year of £211k (2023-24: gain £384k), with total comprehensive income of £109k (2023-24 £305k). The gain is stated after recording an FRS 102 pension loss of (£102k) (2023-24: (£79k)).

The College has significant reliance on the education sector funding bodies for its principal funding, largely from recurrent grants. In 2024-25 the FE funding bodies provided 83% (2023-24: 82%) of the College's total income.

At 31 July 2025, the Group has net current assets of £6,320k (2023-24 £6,107k), including cash and short-term investment balances of £8,811k (2023-24 £10,081k) and no long-term debt. The group wishes to continue to accumulate reserves and cash balances in order to reinvest in its current operations and fund future development opportunities as they arise.

The group's reserves increased in the year by £109k (2023-24: increased by £305k). This arises from the surplus of £211k (2023-24: surplus of £384k) and a net actuarial loss of £102k (Enfield LGPS loss £92k; Kent LGPS loss £10k); (2023-24: total actuarial loss of £79– Enfield LGPS loss £68k, Kent LGPS loss £11k).

The College's capital plans involve a £13m investment (part funded by GLA and DfE grants) for two new buildings at the Mottingham campus. Phase 1 of this project is complete and Phase 2 is due to complete by summer 2026.

Tangible fixed asset additions during the year amounted to £3,908k (note 10). This was split between freehold land and buildings: £1,991k, assets under construction: £719k, leasehold property: £185k and equipment: £1,013k. Out of the £1,991k spent on freehold land and buildings, £1,626k was spent on Mottingham Phase 1 to complete the project.

The group accounts incorporate the results of Forty Hall Community Vineyard Limited and the balance sheet of Capel Manor Limited (note 11), noting that Capel Manor Limited was dormant during 2024-25.

### Treasury policies and objectives

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

### Cash flows and liquidity

Short-term borrowing for temporary revenue purposes is authorised by the Accounting Officer. All other borrowing requires the authorisation of the Corporation and shall comply with the requirements of the Financial Memorandum/Funding Agreement.

The group made a net cash inflow of £1,356k (2023-24: inflow of £820k) in the year (Consolidated Statement of Cash Flows). This is due to funding received from the DfE and GLA in prior years,

now being expended on major capital investments. The College has also invested in its curriculum and apprenticeship provision in order to improve quality. This has resulted in an achievement rate of 88% for 2024/25. Achievement rates have increased by 13% in three years.

## Reserves Policy

The group has positive reserves of £9,744k against a targeted reserve of £9,638k. As part of its normal finance control, the College seeks to hold liquid reserves equivalent to three months trading. Presently, this would normally equate to a reserve of £5.5m against a net actual reserve of £6.3m.

It is the Corporation's intention to increase reserves through the generation of annual operating surpluses.

## Current and Future Development

### Student Numbers

In 2024-25, the College has delivered activities that have generated £15,051k in funding body main allocation (2023-24 £15,028k). The College delivered to 986 16–18 year-olds, 70 more than the 916 allocation. Through the lagged funding model this has resulted in a 2025-26 allocation of 984 learners.

### Curriculum Developments

Most students are offered the opportunity to achieve additional qualifications to boost their employability. This includes an increased emphasis on maths and English GCSE's. The need to support students with mental health issues has increased and the College is working hard to support learners and ensure they catch up or make good on any learning lost.

The College recognises the importance of the environment and greenspace in London and the role the College has to play in supporting the environment and those working in the environment and land-based 'green-skills' sectors.

The College is seeking to grow through increasing student numbers and in particular the provision for 16–18 year-olds, Apprenticeships and Higher Education. The College continues to have a productive relationship with the Royal Agricultural University. The College added new curriculum pathways through the delivery of T-levels in Animal Care and Management at the Mottingham campus, and Creative Arts at the Enfield campus from September 2024.

The College has continued to explore the development of partnerships to serve the London Boroughs. These include partnering delivery in the West London and Local London Green Strategic Development Funds (SDF). The SDF is aimed at developing collaboration between FE providers and achieving closer alignment and coordination across activities that individual providers undertake, examining how respective offers overlap or complement each other. These partnerships have provided many benefits, including improved learning environments for the College's students through the delivery of new Immersive Learning suites at two of its campuses, enabling interactive, immersive and virtually enhanced delivery.

### Premises and estates

The College operates five campuses across London; Enfield and Forty Hall Farm, Mottingham, Crystal Palace Park, Regents Park and Gunnersbury Park.

Enfield is the largest (34 acres) and oldest of the centres and is the hub of the College. Forty Hall Farm lies within two miles of the Enfield campus and is a growing, organically run 150 acre farm, vineyard and market garden.

Legal title to the 9.35 acre freehold land and buildings on the Hadlow Mottingham campus was transferred to the College on 1 January 2020.

The College leases its other sites in Crystal Palace Park, Regents Park and Gunnersbury Park.

The College completed construction of two new buildings at its Mottingham campus in October 2024. These have delivered increased space and improved facilities for our students. The project

was fully financed by grant funding from the Greater London Authority, the Department for Education via the T levels Capital Fund and the Further Education Capital Transformation Fund. Further capital investment in buildings (£8m) are planned at the College's Mottingham and Enfield freehold sites during 2025/26.

The College has invested significantly in improved digital capabilities during the year to ensure improved support and effective learning environments for students, including enhanced Wi-Fi, new laptops and SMART boards in classrooms.

## Payment performance

The Late Payment of Commercial Debts (Interest) Act 1998, which came into force on 1 November 1998, requires colleges, in the absence of agreement to the contrary, to make payments to suppliers within 30 days of either the provision of goods or services or the date on which the invoice was received. The target set by the Treasury for payment to suppliers within 30 days is 95 per cent. During the 2024-25 accounting year, the College paid 97 per cent of its invoices within 30 days. The College incurred no interest charges in respect of late payment for this period.

## Reputation

The College has a good reputation for the delivery of practical vocational training both regionally and nationally and its model of education and training embedded in real-world experiences and fundamentally linked to employers is increasingly well known.

## Events after the end of the reporting period

There have been no significant events after the end of the reporting period.

## Principal Risks and Uncertainties

The College's risk management strategy reflects the Corporation's risk appetite, changes in the risks facing the College, and where possible, the actions we take to mitigate the possibility of these risks damaging the College.

The College utilises the internal audit system and encourages good communications with its staff and stakeholders to further develop systems to protect the College's assets and reputation.

In addition to our detailed risk register, we constantly review the following College-wide risks to ensure that we remain as current and responsive to risk as possible.

The risk register highlights the following four elevated principal risks, with mitigation responses outlined below:

1. Insufficient student recruitment and grant funding to support the curriculum
  - Strategic and income related target setting
  - Key Performance Indicators
  - Marketing and enrolment review meetings
  - Marketing strategy
  - Provider Data Self-Assessment Tool (PDSAT) validation of Individual Learning Records
  - Internal audit
2. A failure to maintain an appropriate workforce, and organisational structure
  - Key Performance Indicators
  - Internal audit
  - Workforce / organisational development
  - Equality and diversity committee
  - Business planning
  - Change management
  - Regular reviews/surveys

- Network resilience
  - Flexible work patterns
  - Performance review and development
  - Safety culture and working groups
  - Occupational health and welfare programmes
  - General Data Protection
3. A failure to diversify income, control costs or provide sufficient income from other sources
- Strategic and income related target setting
  - Key Performance Indicators
  - Marketing review meetings
  - External and regularity audits
  - Internal audit
  - External project management of capital programmes
  - Financial regulations
  - Staff development
  - Business planning
  - Commercial digitisation
4. A failure to maintain appropriate assets, estates, infrastructure and facilities to support the curriculum and business development
- Internal audit
  - Health and safety committee
  - Key Performance Indicators
  - Space and occupancy surveys
  - Staff surveys
  - Student surveys
  - Customer surveys
  - Firewalls
  - Cloud-based systems and managed services
  - Resilient and distributed network structures
  - Staff development
  - Business planning
  - Cyber-security / anti-fraud measures / Cyber essentials

## Equality, Diversity and Inclusion Policy

The College is committed to ensuring equality of opportunity for all its students, staff and the broader community which it serves. We welcome, celebrate and value the diversity of our learning community and seek to promote an inclusive learning and working environment where everyone can achieve to their full potential.

The College respects and values the diversity of students and staff who share different aspects of their identity, for example in terms of their race and ethnicity, gender, sexual orientation, gender reassignment, religion and belief, disability or marital/civil partnership, socio-economic status and age. The College aims to ensure Equality, Diversity and Inclusion is reflected through the curriculum, enrichment activities and the range of direct and indirect student support services.

The College publishes Annual Equality Diversity reports and has an Equality, Diversity and Inclusion working group to ensure compliance with the relevant specific equality duties outlined in the Equality Act 2010. The College also undertakes equality impact assessments on new policies

and procedures. Equality impact assessments are also undertaken for existing policies and procedures on a prioritised basis.

## Gender pay gap reporting

Capel Manor College aims to be a supportive and flexible employer for its diverse and skilled work force and supports the fair and equitable treatment of all staff irrespective of gender and position. For the vast majority of roles, the College operates pay systems according to job roles, based on the Association of Colleges grading framework. Staff progress through their pay range based on an annual increment until the top of the grade is reached, subject to satisfactory performance.

	Year ending 31 March 2024
Mean gender pay gap	9.31%
Median gender pay gap	1.54%
Mean bonus gender pay gap	N/A
Median gender bonus gap	N/A
Proportion of males/females receiving a bonus	N/A

The College does not make bonus payments and as such, calculations 3, 4 and 5 above are not relevant and have not been undertaken.

The proportion of males and females in each quartile of the pay distribution are:

	Males	Females
1 - Lower quartile	32.10%	67.90%
2- Lower middle quartile	29.27%	70.73%
3- Upper middle quartile	20.99%	79.01%
4 -Upper quartile	41.96%	58.02%

The College's long-term goal is to eradicate the gender pay gap and has adopted a number of strategies to achieve this

The College publishes its annual gender pay gap report on its website.

## Disability statement

The College has achieved Level 1 of the Employers 'Disability Confident Committed' award and has committed to the principles and objectives of the Positive about Disabled People standard.

The College considers all employment applications from disabled persons, bearing in mind the aptitudes of the individuals concerned, and guarantees an interview to any disabled applicant who meets the essential criteria for the post. Where an existing employee becomes disabled, every effort is made to ensure that employment with the College continues. The College is committed to provide training, career development and opportunities for promotion which, as far as possible, provide identical opportunities for everyone.

The College provides mandatory Equality, Diversity and Inclusion training for all new starters and forms part of the induction training.

The College seeks to achieve the objectives set down in the Equality Act 2010:

- a) The College has appointed staff who provide information, advice and arrange support where necessary for students with disabilities/learning difficulties.

- b) There is a range of specialist equipment, e.g. hearing loops which the College can make available for use by students alongside a range of various assistive technology.
- c) The College will appoint specialist staff to support students with learning difficulties and/or disabilities when required. There are a number of student support assistants who can provide a variety of support for learning.
- d) The College offers staff development to ensure the provision of a high level of appropriate support for students who have learning difficulties and/or disabilities.
- e) Counselling and welfare services are described in the student handbook, which is also available to students together with details on our additional learning support services which are covered as part of induction and at other times throughout the year.

## Trade Union Facility Time

The Trade Union (Facility Time Publication Requirements) Regulations 2017 require the College to publish information on facility time arrangements for trade union officials at the College. During the period 1 August 2024 to 31 July 2025 the College did not have any representatives and thus no time was incurred. The College has established a Staff Council, with representatives nominated from all areas and campuses, providing a mechanism for effective staff representation and feedback.

## Going Concern

The College has considered its anticipated future income and expenditure streams and their subsequent impact on the Balance Sheet. Taking all known risks and uncertainties of the Further Education sector into account and comparing these against the many opportunities of the national and local green agenda that are emerging, underpinned by the strength of the College Balance Sheet and its ability to make sound strategic decisions and adapt accordingly, the College is satisfied that it continues as a going concern. This is supported by producing regular monthly management information including management accounts and updated cashflow forecasts.

The College has cash and short-term deposits of £8,811k, net current assets of £6,320k, no debt and net assets of £9,744k.

Cash flow projections show the College to be able to meet its debts as they fall due during the period of 12 months from the date of approval of these financial statements. College management plan to generate surpluses from the current and future expansion of the student population to fund the business and its liabilities.

After making appropriate enquiries, the Governing Body considers that the College has adequate resources to continue in operational existence for the foreseeable future with sensitivity analysis performed to assess short-term cash demands. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

## Disclosure of Information to the Auditor

The members who held office at the date of approval of this report confirm that, so far as they are each aware, there is no relevant audit information of which the College's auditors are unaware; and each member has taken all the steps that he or she ought to have taken to be aware of any relevant audit information and to establish that the College's auditors are aware of that information. Approved by order of the members of the Corporation on 10 December 2025 and signed on their behalf by:

Joanne Roxburgh  
Chair of Corporation

10 December 2025



## Statement of Corporate Governance and Internal Control

The following statement is provided to enable readers of the annual report and accounts of the College to obtain a better understanding of its governance and legal structure. This statement covers the period from 1 August 2024 to 31 July 2025 and up to the date of approval of the annual report and financial statements.

The College endeavours to conduct its business:

- i. in accordance with the seven principles identified by the Committee on Standards in Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership);
- ii. in full accordance with the guidance to colleges from the Association of Colleges in The Code of Good Governance for English Colleges; and

In the opinion of the Governors, the College complies with all the provisions of the Code, and it has complied throughout the year ended 31 July 2025. This opinion is based on an internal review of compliance with the Code of Governance reported to the Board on 10 December 2025. The Governing Body recognises that, as a body entrusted with both public and private funds, it has a particular duty to observe the highest standards of corporate governance at all times. In carrying out its responsibilities, it takes full account of The Code of Good Governance for English Colleges issued by the Association of Colleges in 2023, which it formally adopted on 26 March 2025.

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

## The Corporation

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

<b>Governors serving on the College Board during 2024-25</b>						
<b>Name</b>	<b>Date of Appointment: (A) Re-Appointment(s): (B), (C), (D), (E), (F), (G)<sup>1</sup></b>	<b>Term of office</b>	<b>Date of end of service</b>	<b>Method of appointment</b>	<b>Committees served</b>	<b>Corporation meeting attendance</b>
Aziz Ahmed	(A) 26 March 2025	4 years		Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Finance and Resources</li> </ul>	
Paulina Balogun	(A) 14 July 2021	4 years	Retired 26 March 2025	Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Finance and Resources</li> </ul>	1/2
Nicola Barker	(A) 10 July 2024	4 years		Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Finance and Resources</li> <li>Estates</li> </ul>	2/4
Dr Heather Barrett-Mold OBE	(A) Appointed at the end of the summer term 25 March 2015 (B) 3 April 2019 (C) 29 March 2023	4 years 4 years 4 years	11 December 2024	Governing Body	<ul style="list-style-type: none"> <li>Corporation (Vice Chair)</li> <li>Academic</li> <li>Search, Governance and Remuneration</li> <li>Finance and Resources</li> </ul>	2/2
Peter Brammall	(A) 10 April 2023	Ongoing		Principal	All Committees except Audit and Remuneration	4/4
Dr Sheila Cunningham	(A) 21 April 2020	4 years		Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Academic</li> <li>Audit</li> </ul>	2/4
Aaron Davis	(A) 12 July 2023	4 years		Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Estates</li> </ul>	2/4
Dr Darrell DeSouza	(A) 17 May 2023	4 years		Governing Body	<ul style="list-style-type: none"> <li>Corporation</li> <li>Audit</li> <li>Academic</li> <li>Search, Governance and Remuneration</li> </ul>	4/4

<b>Governors serving on the College Board during 2024-25</b>						
<b>Name</b>	<b>Date of Appointment: (A) Re-Appointment(s): (B), (C), (D), (E), (F), (G)<sup>1</sup></b>	<b>Term of office</b>	<b>Date of end of service</b>	<b>Method of appointment</b>	<b>Committees served</b>	<b>Corporation meeting attendance</b>
Peter Doble	(A) 12 December 2018 (B) 14 December 2022	4 years 3 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Finance and Resources</li> <li>• Estates</li> </ul>	3/4
Richard Elliott	(A) 18 October 2023 (B) 22 May 2024	1 year 1 year	09 July 2025	Student Governor Panel <sup>2</sup>	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Academic</li> <li>• Estates</li> <li>• Finance</li> </ul>	2/4
Lorna Fitzjohn	(A) 28 September 2022	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Academic</li> <li>• Finance and Resources</li> <li>• Search, Governance &amp; Remuneration</li> </ul>	4/4
Zoe Halfyard	(A) 13 December 2023	2 years		Staff Council	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Academic</li> <li>• Estates</li> <li>• Finance</li> </ul>	2/4
Dennis Hone	26 March 2025	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Finance and Resources</li> </ul>	
Joseph Howarth	11 December 2024	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> </ul>	
Guy Jones-Owen	(A) 28 March 2018 (B) 30 March 2022	4 years 4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Audit</li> </ul>	2/4
Alex Kent Jones	(A) 26 March 2025	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Search, Governance &amp; Remuneration</li> </ul>	

<b>Governors serving on the College Board during 2024-25</b>						
<b>Name</b>	<b>Date of Appointment: (A) Re-Appointment(s): (B), (C), (D), (E), (F), (G)<sup>1</sup></b>	<b>Term of office</b>	<b>Date of end of service</b>	<b>Method of appointment</b>	<b>Committees served</b>	<b>Corporation meeting attendance</b>
Alex Lane	(A) 15 December 2021	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Audit</li> <li>• Estates</li> </ul>	1/4
Mei Lim	(A) 14 December 2022	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Finance and Resources</li> </ul>	2/4
Ralph Luck OBE	(A) 31 March 2021 (B) 10 March 2025	4 years 4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Estates</li> </ul>	3/4
Sarah Moreland	(A) 16 December 2020	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Estates</li> <li>• Academic</li> </ul>	3/4
Joanne Roxburgh	(A) 17 May 2023	4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation (Chair )</li> <li>• Finance and Resources</li> <li>• Search, Governance and Remuneration</li> <li>• Estates</li> <li>• Academic</li> </ul>	4/4
Milana Uginciute	(A) 18 October 2023 (B) 22 May 2024	1 year 1 year	09 July 2025	Student Governor Panel <sup>2</sup>	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Academic</li> <li>• Estates</li> <li>• Finance</li> </ul>	3/4
Stephen Way	(A) 31 March 2021 (B) 26 March 2025	4 years 4 years		Governing Body	<ul style="list-style-type: none"> <li>• Corporation</li> <li>• Estates</li> <li>• Academic</li> <li>• Audit</li> <li>• Search, Governance and Remuneration</li> </ul>	3/4
<b>Jennifer Swift served as Director of Governance in 2024-25</b>						

It is the Corporation's responsibility to bring independent judgement to bear on issues of strategy, performance, resources and standards of conduct.

The Corporation is provided with regular and timely information on the overall financial performance of the College together with other information such as performance against funding targets, proposed capital expenditure, quality matters and personnel related matters such as health and safety and environmental issues. The Corporation meets each term.

The Corporation conducts its business through a number of committees. Each committee has terms of reference, which have been approved by the Corporation. These committees are Finance and Resources; Search, Governance and Remuneration; Academic; Estates; and Audit. Full minutes of all meetings, except those deemed to be confidential by the Corporation, are available from the Director of Governance at: Capel Manor College, Bullsmoor Lane, Enfield, Middlesex, EN1 4RQ.

The Director of Governance maintains a register of financial and personal interests of the governors. The register is available for inspection at the above address.

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

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

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

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

## Appointments to the Corporation

Any new appointments to the Corporation are a matter for the consideration of the Corporation as a whole. The Corporation has a Search, Governance and Remuneration Committee, consisting of up to six members of the Corporation, which is responsible for the selection and nomination of any new member for the Corporation's consideration. The Corporation is responsible for ensuring that appropriate training is provided as required. Members of the Corporation are appointed for a term of office of up to four years, not exceeding more than three full terms of office, unless exceptionally voted to serve additional terms.

## Corporation performance

The Director of Governance carried out an assessment of the Corporation for the year ended 31 July 2025. On 10 December 2025, the Governing Body agreed that the Corporation had been effective for the specified parameters.

An External Review of Governance took place during 1 April to 31 July 2023, which found evidence that the Board is proficient and has impact on college strategy, effectiveness, and outcomes. The final report can be found on the College's website. The next review is due in 2026.

## Governance Professional's development

From 1 August 2024 to 31 July 2025, the Director of Governance was mentored via the DfE's National Leaders of Governance Programme, completed the ET Foundation's 'Governance Professional's Development programme, attended the DfE 'Just One Thing' events, attended the AoC Annual Governance Professional Conference and attended Governance Professional's London and South-East networking meetings and presentations. The Director of Governance also

completed online modules in Prevent and Safeguarding, EDI, Health and Safety, Sexual Harassment, Cyber Security and GDPR UK Essentials.

## Remuneration

Throughout the year ended 31 July 2025, the College's Search, Governance and Remuneration Committee comprised five members of the Corporation. The Committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Accounting Officer and other key management personnel.

Details of remuneration for the year ended 31 July 2025 are set out in note 6 to the financial statements.

## Audit Committee

The Audit Committee during 2024-25 comprised four members of the Corporation (excluding the Accounting Officer and Chair) and an Independent Member. The Committee operates in accordance with written terms of reference approved by the Corporation.

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

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

Management is responsible for the implementation of agreed audit recommendations and internal audit undertakes follow-up reviews to ensure that such recommendations have been implemented.

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

## Internal Control

### Scope of responsibility

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

The Corporation has delegated the day-to-day responsibility to the Principal, as Accounting Officer, for maintaining a sound system of internal control that supports the achievement of the College's policies, aims and objectives, whilst safeguarding the public funds and assets for which they are personally responsible, in accordance with the responsibilities assigned to them in the Financial Memorandum between Capel Manor College and the funding bodies. The Principal is also responsible for reporting to the Corporation any material weaknesses or breakdowns in internal control.

### The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of College policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Capel Manor College for the year ended 31 July 2025 and up to the date of approval of the annual report and accounts.

## Capacity to handle risk

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

The College's Strategic Risk Register is reviewed termly by the Audit Committee, which reports back to the Corporation on the process for reviewing and identifying risks and the management and mitigation of the same. These reviews consider the impact and likelihood evaluation of key risks across operational, financial, compliance and other risk areas.

All individual risks identified are linked to a specific Committee, which also then reviews these risks in further detail, reporting back to the Corporation accordingly.

The Corporation is of the view that there is a formal ongoing process for identifying, evaluating and managing the College's significant risks that has been in place for the period ending 31 July 2025 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the Corporation.

## The Risk and Control Framework

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

- comprehensive budgeting systems with an annual budget, which is reviewed and agreed by the governing body
- regular reviews by the governing body of periodic and annual financial reports which indicate financial performance against forecasts
- setting targets to measure financial and other performance
- clearly defined capital investment control guidelines
- the adoption of appropriate formal project management disciplines, where appropriate
- the responsibility of all Sub-Committees to assess their own risk.

Capel Manor College has an internal audit service, which operates in accordance with the requirements of the ESFA's *Post16 Audit Code of Practice (until 24 March 2025) and Framework for auditors and reporting accountants of Colleges (since 26 March 2025)*.

The work of the internal audit service is informed by an analysis of the risks to which the College is exposed, and annual internal audit plans are based on this analysis. The analysis of risks and the internal audit plans are endorsed by the Corporation on the recommendation of the Audit Committee.

At a minimum, annually, the Head of Internal Audit (HIA) provides the Governing Body with a report on internal audit activity in the College. The report includes the HIA's independent opinion on the adequacy and effectiveness of the College's systems of risk management, controls and governance processes.

## Control weaknesses identified

The specific areas of work undertaken by the Audit Committee in 2024/25 and up to the date of approval of the financial statements are as follows:

Ref	Assignment	Overall Assurance	No. of recommendations & Priority			
			A	L	M	H
1	Quality Assurance	Substantial	0	1	0	0
2	Financial Controls (Part 1 Fixed Assets)	Reasonable	0	4	4	0
3	Financial Controls (Part 2 Income & Debtors)	Partial	0	1	1	1
4	GDPR	Advisory	0	2	3	0
5	Safeguarding	Substantial	0	2	0	0
6	FE Funding Rule Compliance	Advisory	0	6	11	1

For 2024/25, no significant internal control weaknesses or failures have arisen. The Audit Committee ensured that any recommendation for audit/assurance work are fully implemented

## Responsibilities under accountability agreements

The college has reviewed its policies, procedures and approval processes in line with the 2024-5 college finance handbook and its accountability agreement with DfE to ensure there are systems in place to identify and handle any transactions for which DfE approval is required.

## Statement from the audit committee

The audit committee has advised the board of governors that the Corporation does have an effective framework for governance and risk management in place. The audit committee believes the Corporation has effective internal controls in place.

The specific areas of work undertaken by the audit committee in 2024/25 and up to the date of the approval for the financial statements are:

- Quality Assurance (Substantial)
- Safeguarding (Substantial)
- Financial Controls Part 1: Fixed Assets (Reasonable)
- Financial Controls Part 2: Income & Debtors (Partial)
- Fe Funding Rule Compliance (Advisory)
- GDPR (Advisory)

A total of 42 recommendations were made in 2024-25. All recommendations have been accepted by management and progress is monitored at each Audit Committee meeting

## Review of effectiveness

As Accounting Officer, the Principal has responsibility for reviewing the effectiveness of the system of internal control. The Principal's review of the effectiveness of the system of internal control is informed by:

- the work of the internal auditors
- the work of the executive managers within the College who have responsibility for the development and maintenance of the internal control framework
- comments made by the College's financial statements auditors, the reporting accountant for regularity assurance, the appointed funding auditors (for colleges subject to funding audit) in their external auditor's auditor findings report (management letter) and other reports.

- The regularity self-assessment questionnaire.

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

The senior management team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The Principal and Executive Team and the Audit Committee also receive regular reports from internal audit and other sources of assurance, which include recommendations for improvement.

The Audit Committee's role in this area is confined to a high-level review of the arrangements for internal control. The Corporation's agenda includes a regular item for consideration of risk and control and receives reports thereon from the Executive Team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception. At its November 2025 meeting, the Audit Committee, on behalf of the Corporation, carried out the annual assessment for the year ended 31 July 2025 by considering documentation from the Executive Team and the internal audit, and taking account of events since 31 July 2025.

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

Approved by order of the Members of the Corporation on 10 December 2025 and signed on their behalf by:



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Joanne Roxburgh  
Chair of Corporation

10 December 2025



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Peter Brammall  
Accounting Officer

10 December 2025

## Governing Body's Statement on Regularity, Propriety and Compliance

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

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

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

On behalf of the Corporation, I confirm that the accounting officer has discussed the statement of regularity, propriety and compliance with the board and that I am content that it is materially accurate.



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Peter Brammall  
Accounting Officer

10 December 2025

## Statement of Responsibilities of the Members of the Corporation

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

Within the terms and conditions of the Corporation's grant funding agreements and contracts with DfE and GLA, the Corporation is required to prepare financial statements which give a true and fair view of the financial performance and position of the Corporation for the relevant period.

Corporations must also prepare a strategic report which includes an operating and financial review for the year. The bases for the preparation of the financial statements and strategic report are the Statement of Recommended Practice – Accounting for Further and Higher Education, DfE's College Accounts Direction and the UK's Generally Accepted Accounting Practice. In preparing the financial statements, the Corporation is required to:

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

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

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

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

Members of the Corporation are responsible for ensuring that expenditure and income are applied for the purposes intended and that the financial transactions conform to the authorities that govern them. In addition, they are responsible for ensuring that funds from DfE and any other public funds, are used only in accordance with the accountability agreement, funding agreements and contracts and any other conditions, that may be prescribed from time to time by DfE, or any other public funder, including that any transactions entered into by the Corporation are within the delegated authorities set out in the College Financial Handbook. On behalf of the Corporation, the Chair of the Board of governors is responsible for discussing the accounting officer's statement of regularity, propriety and compliance with the accounting officer.

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

Approved by order of the members of the Corporation on 10 December 2025 and signed on its behalf by:



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Joanne Roxburgh  
Chair of Corporation

10 December 2025

# Independent Auditor's Report to the Corporation of Capel Manor College

## Opinion

We have audited the financial statements of Capel Manor College and its subsidiary (collectively the 'Group') for the year ended 31 July 2025 which comprise the Group and College statement of comprehensive income and expenditure, the Group and College statement of changes in reserves and balance sheets, the Group statement of cash flows, the principal accounting policies, and the notes to the financial statements. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice) and the College Accounts Direction 2024 to 2025 issued by the Department for Education (DfE).

In our opinion, the financial statements:

- give a true and fair view of the state of the Group and the College's affairs as at 31 July 2025 and of its financial performance and cash flows for the year then ended;
- have been prepared in accordance with UK Generally Accepted Accounting Practice, the Statement of Recommended Practice: Accounting for Further and Higher Education and the College Accounts Direction 2024 to 2025 issued by the DfE;

## Basis for opinion

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

## Conclusions relating to going concern

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

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

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

**Other information**

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

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

We have nothing to report in this regard.

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

In the light of the knowledge and understanding of the Group and the College and its environment obtained in the course of the audit, we have not identified material misstatements in the annual report.

We have nothing to report in respect of the following matters in relation to which the Framework and guide for external auditors and reporting accountants of colleges issued by the DfE requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns; or
- all the information and explanations required for the audit were not received.

**Responsibilities of the Corporation**

As explained more fully in the statement of responsibilities of members of the Corporation on page 25, the members of the Corporation are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the members of the Corporation determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of the Corporation are responsible for assessing the Group and the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members of the Corporation either intend to liquidate the Group and the College or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered

material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

### **The extent to which the audit was considered capable of detecting irregularities, including fraud**

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the Group and the College through discussions with management, and from our knowledge and experience of the Further Education sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the Group and the College, including the College Accounts Direction 2024 to 2025 issued by the DfE and Higher Education Act 1992, funding agreements with the DfE and associated funding rules, DfE regulations, data protection legislation, anti-bribery, safeguarding, employment, health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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

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

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

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

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

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of Corporation meetings;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing any available correspondence with HMRC and the College's legal advisors (although none was noted as being received by the College).

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

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

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

### **Use of our report**

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



Buzzacott Audit LLP  
Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

Date: 12 December 2025

Buzzacott Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

# Independent Reporting Accountant's Report on Regularity

To: The Corporation of Capel Manor College and the Secretary of State for Education

In accordance with the terms of our engagement letter and further to the requirements of Department for Education (DfE) as included in the extant Framework and Guide for External Auditors and Reporting Accountants of Colleges, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest, in all material respects, the expenditure disbursed and income received by Capel Manor College and its subsidiary (collectively the 'Group') during the period 1 August 2024 to 31 July 2025 have not been applied to the purposes identified by Parliament and the financial transactions do not conform to the authorities which govern them.

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

Respective responsibilities of the Accounting Officer of Capel Manor College and the reporting accountant

The Accounting Officer is responsible, under the requirements of the Corporation's accountability agreement with the Secretary of State for Education and the College Financial Handbook, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament, and that 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 extant Framework and Guide for External Auditors and Reporting Accountants of Colleges. We report to you whether anything has come to our attention in carrying out our work, which suggests that in all material respects, expenditure disbursed and income received during the period 1 August 2024 to 31 July 2025 have not been applied for the purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

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**Approach**

We conducted our engagement in accordance with the Framework and Guide for External Auditors and Reporting Accountants of Colleges issued by DfE, which requires a limited assurance engagement, as set out 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 corporation's income and expenditure.

The work undertaken to draw to our conclusion includes:

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

**Conclusion**

In the course of our work, nothing has come to our attention which suggests that in all material respects, the expenditure disbursed and income received during the period 1 August 2024 to 31 July 2025 has not been applied to purposes intended by Parliament, and the financial transactions do not conform to the authorities that govern them.



Buzzacott Audit LLP  
Chartered Accountants  
130 Wood Street  
London  
EC2V 6DL

12 December 2025

# Consolidated Statement of Comprehensive Income

	Notes	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
<b>INCOME</b>					
Funding body grants	2	17,626	17,626	16,487	16,487
Tuition fees and education contracts	3	1,934	1,934	1,713	1,713
Other income	4	2,157	2,040	2,021	1,881
Investment income	5	280	280	229	229
Total income		<u>21,997</u>	<u>21,880</u>	<u>20,450</u>	<u>20,310</u>
<b>EXPENDITURE</b>					
Staff costs	6	14,778	14,778	13,421	13,421
Other operating expenses	7	5,708	5,594	5,932	5,814
Depreciation	10	1,220	1,216	657	652
Interest and other finance costs	8	80	80	56	56
Total expenditure		<u>21,786</u>	<u>21,668</u>	<u>20,066</u>	<u>19,943</u>
Surplus for the year before tax		211	212	384	367
Taxation	9	-	-	-	-
Surplus for the year after tax		<u>211</u>	<u>212</u>	<u>384</u>	<u>367</u>
Actuarial in respect of pensions	21	<u>(102)</u>	<u>(102)</u>	<u>(79)</u>	<u>(79)</u>
Total comprehensive income for the year		<u><u>109</u></u>	<u><u>110</u></u>	<u><u>305</u></u>	<u><u>288</u></u>

The Statement of Comprehensive Income is in respect of continuing activities.

Represented by:

Restricted comprehensive income	-	-	-	-
Unrestricted comprehensive income	109	110	305	288
	<u>109</u>	<u>110</u>	<u>305</u>	<u>288</u>

# Consolidated and College Statement of Changes in Reserves

	Income and expenditure account	Revaluation reserve	Total
	£'000	£'000	£'000
<b>Group</b>			
Balance at 31 July 2023	8,772	558	9,330
Gain from the income and expenditure account	384	-	384
Other comprehensive income – actuarial loss	(79)	-	(79)
Transfers between revaluation and income and expenditure reserves	10	(10)	-
Total comprehensive income for the year	315	(10)	305
Balance as at 31 July 2024	9,087	548	9,635
Gain from the income and expenditure account	211	-	211
Other comprehensive income – actuarial loss	(102)	-	(102)
Transfers between revaluation and income and expenditure reserves	10	(10)	-
Total comprehensive income for the year	119	(10)	109
Balance as at 31 July 2025	9,206	538	9,744
<b>College</b>			
Balance as at 31 July 2023	8,754	558	9,312
Surplus from the income and expenditure account	367	-	367
Other comprehensive income– actuarial loss	(79)	-	(79)
Surpluses gift aided by subsidiaries <sup>9</sup>	-	-	-
Transfers between revaluation and income and expenditure reserves	10	(10)	-
Total comprehensive income for the year	298	(10)	288
Balance as at 31 July 2024	9,052	548	9,600
Surpluses from income and expenditure account	212	-	212
Other comprehensive income– actuarial loss	(102)	-	(102)
Transfers between revaluation and income and expenditure reserves	10	(10)	-
Total comprehensive income for the year	120	(10)	110
Balance at 31 July 2025	9,172	538	9,710

## Balance Sheets as at 31 July

	Notes	Group 2025	College 2025	Group 2024	College 2024
		£'000	£'000	£'000	£'000
<b>Non-current assets</b>					
Tangible fixed assets	10	19,559	19,545	16,871	16,852
Investments	11	-	-	-	-
<b>Total fixed assets</b>		<u>19,559</u>	<u>19,545</u>	<u>16,871</u>	<u>16,852</u>
<b>Current assets</b>					
Stocks		94	22	88	21
Trade and other receivables	12	1,040	1,040	912	903
Short term deposits	13	4,000	4,000	6,626	6,626
Cash and cash equivalents		4,811	4,787	3,455	3,448
<b>Total current assets</b>		<u>9,945</u>	<u>9,849</u>	<u>11,081</u>	<u>10,998</u>
<b>Less: Creditors</b> – amounts falling due within one year	14	(3,625)	(3,569)	(4,974)	(4,907)
<b>Net current assets</b>		<u>6,320</u>	<u>6,280</u>	<u>6,107</u>	<u>6,091</u>
<b>Total assets less current liabilities</b>		25,879	25,825	22,978	22,943
Less: Creditors – amounts falling due after more than one year	15	(16,135)	(16,115)	(13,343)	(13,343)
Provisions: Defined benefit obligations	16	-	-	-	-
<b>Total net assets</b>		<u>9,744</u>	<u>9,710</u>	<u>9,635</u>	<u>9,600</u>
<b>Unrestricted Reserves:</b>					
Income and expenditure account		9,207	9,173	9,087	9,052
Revaluation reserve		537	537	548	548
<b>Total reserves</b>		<u>9,744</u>	<u>9,710</u>	<u>9,635</u>	<u>9,600</u>

The financial statements on pages 33 to 61 were approved and authorised for issue by the Corporation on 10 December 2025 and were signed on its behalf on that date by:



Joanne Roxburgh  
Chair of Corporation  
10 December 2025



Peter Brammall  
Accounting Officer  
10 December 2025

# Consolidated Statement of Cash Flows

	Notes	2025 £'000	2024 £'000
<b>Cash flow from operating activities</b>			
Surplus for the year		211	384
<b>Adjustment for non-cash items:</b>			
Depreciation		1,220	657
Increase in stocks		(6)	(39)
(increase) in debtors		(128)	(391)
(Decrease) in creditors		(1,349)	475
Increase in creditors due after one year		1,406	(334)
Pensions costs less contributions payable		(102)	(79)
<b>Adjustment for investing or financing activities:</b>			
Investment income		(280)	(229)
<b>Net cash flow from operating activities</b>		<u>972</u>	<u>444</u>
<b>Cash flows from investing activities</b>			
Payments made to acquire fixed assets		(3,908)	(8,307)
Investment income		280	229
Decrease in short term deposits		2,626	(1,132)
Deferred capital grants received		1,386	9,586
		<u>384</u>	<u>376</u>
(Decrease) increase in cash and cash equivalents in the year		<u>1,356</u>	<u>820</u>
Cash and cash equivalents at beginning of the year	17	3,455	2,635
Cash and cash equivalents at end of the year	17	4,811	3,455

# Notes to the Accounts

## 1. Accounting policies

### Statement of accounting policies

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

### Basis of preparation

These financial statements have been prepared in accordance with the *Statement of Recommended Practice: Accounting for Further and Higher Education 2019* (the 2019 FE HE SORP) and the College Accounts Direction for 2024-25 and in accordance with Financial Reporting Standard 102 – “The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland” (FRS 102). The College is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS 102.

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

### Basis of accounting

The financial statements are prepared in accordance with the historical cost convention modified by the use of previous valuations as deemed cost at transition and on transfer in for certain non-current assets.

### Basis of consolidation

The consolidated financial statements include the College and its subsidiary, Forty Hall Community Vineyard Limited which is controlled by the group. Control is achieved where the group has the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities. Intra-group sales and profits are eliminated fully on consolidation. All financial statements are made up to 31 July 2025.

The College has other subsidiary companies, Enfield Veg Co Limited and Capel Manor Limited. Both companies remained dormant in the financial year ended 31 July 2025. Capel Manor Limited was made dormant on 31 July 2022.

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

The College currently has no loans outstanding.

Accordingly, the College has a reasonable expectation that it has adequate resources to continue in operational existence for the foreseeable future, and for this reason will continue to adopt the going concern basis in the preparation of its financial statements.

### Recognition of income

Funding body recurrent grants are recognised in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any under or over achievement for the Adult Education Budget is adjusted for and reflected in the level of recurrent grant recognised in the income and expenditure account. The final grant income is normally determined with the conclusion of the year end reconciliation process with the funding body at the end of November following the year end, and the results of any funding audits. 16-18 learner-responsive funding is not normally subject to reconciliation and is therefore not subject to contract adjustments.

Non-recurrent grants from the funding bodies or other bodies received in respect of the acquisition of fixed assets are capitalised, held as deferred income and recognised in income in line with depreciation over the life of the assets, under the accrual method as permitted by FRS 102. Other capital grants are recognised in income when the College is entitled to the funds subject to any performance related conditions being met.

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

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

All income from short-term deposits is credited to the income and expenditure account in the period in which it is earned.

### **Accounting for Post-retirement benefits**

Post-employment benefits to employees of the College are provided by the Teachers' Pension Scheme (TPS) and the Local Government Pension Scheme (LGPS). These are defined benefit schemes, which are externally funded and contracted out of the State Second Pension.

#### ***Teachers' Pension Scheme (TPS)***

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

As stated in note 22, 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 and the contributions recognised as an expense in the income statement in the periods during which services are rendered by employees.

#### ***Local Government Pension Scheme (LGPS)***

The LGPS is a funded scheme. The assets of the LGPS are measured using closing fair values. LGPS liabilities are measured using the projected unit credit method and discounted at the current rate of return on a high-quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred.

Net interest on the net defined benefit liability/asset is also recognised in the Statement of Comprehensive Income and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, 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 interest and other finance costs.

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

### **Short term employment benefits**

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

### **Non-current Assets - Tangible fixed assets**

#### ***Land and buildings***

Land and buildings inherited from the Local Education Authority are stated in the balance sheet at valuation on the basis of depreciated replacement cost as the open market value for existing use is not readily obtainable. The associated credit is included in the revaluation reserve. The difference between depreciation charged on the historic cost of assets and the actual charge for the year calculated on the revalued amount is released to the income and expenditure account reserve on an annual basis. Building improvements made since incorporation are included in the balance sheet at

cost. Freehold land is not depreciated as it is considered to have an infinite useful life. Freehold buildings are depreciated on a straight-line basis over their expected useful economic life to the College of between 10 and 50 years. The College has a policy of depreciating major adaptations to buildings over the period of their useful economic life of 10-15 years. Improvements to leasehold property are depreciated over the remaining life of the lease.

Where parts of a fixed asset have different useful lives, they are accounted for as separate items of fixed assets.

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

Finance costs, which are directly attributable to the construction of land and buildings, are not capitalised as part of the cost of those assets.

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

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

### ***Assets under construction***

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

### ***Subsequent expenditure on existing fixed assets***

Where significant expenditure is incurred on tangible fixed assets it is charged to the income and expenditure account in the period it is incurred, unless it meets one of the following criteria, in which case it is capitalised and depreciated on the relevant basis:

- Market value of the fixed asset has subsequently improved
- Asset capacity increases
- Substantial improvement in the quality of output or reduction in operating costs
- Significant extension of the asset's life beyond that conferred by repairs and maintenance

### ***Buildings owned by third parties***

Where the College enjoys the use of an asset which it does not own and for which no rental or a nominal rental is paid, if practicable, a value is attributed to this benefit and capitalised, with a corresponding credit to deferred capital grants which are subsequently released to the income and expenditure account over the useful economic life of the asset at the same rate as the depreciation charge on the related asset.

### ***Equipment***

Equipment costing less than £5,000 per individual item is written off to the income and expenditure account in the period of acquisition, unless it is part of a scheme of capital work. All other equipment is capitalised at cost. Equipment inherited from the Local Education Authority is included in the balance sheet at valuation.

Inherited equipment from Hadlow College has been fully depreciated on a straight-line basis over its useful economic life to the College and will now be removed from the fixed asset register. All other equipment is depreciated over its useful economic life as follows:

- building improvements – the shorter of 10-15 years on a straight-line basis or the remainder of the lease term
- equipment – 5 years on a straight-line basis
- motor vehicles – 4 years on a straight-line basis

A full year of depreciation is charged in the year of acquisition.

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

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 Comprehensive Income and Expenditure.

### **Leased assets**

Costs in respect of operating leases are charged on a straight-line basis over the lease term to the Statement of Comprehensive Income and Expenditure.

### **Investments**

The investments in the subsidiary companies are accounted for at cost less impairment in the individual financial statements.

### **Inventories**

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

### **Cash and cash equivalents**

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

### **Financial Liabilities and equities**

Financial liabilities and equity are classified according to the substance of the financial instrument's contractual obligations, rather than the financial instrument's legal form

All loans and short-term deposits held by the group are classified as basic financial instruments in accordance with FRS102. These instruments are initially recorded at the transaction price less any transaction costs (historic cost). FRS 102 requires that basic financial instruments be subsequently measured at amortised cost; however, the College has calculated that the difference between the historic cost and amortised cost basis is not material and so these financial instruments are stated on the balance sheet at historical cost. Loans and investments that are payable or receivable within one year are not discounted.

### **Taxation**

The College is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the College is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 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.

The College is partially exempt in respect of Value Added Tax, so that it can only recover around 6% of the VAT charged on its inputs. Irrecoverable VAT on inputs is included in the costs of such inputs and added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature.

The College's subsidiary companies are subject to corporation tax and VAT in the same way as any commercial organisation.

**Provisions**

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

**Borrowing costs**

Borrowing costs are recognised as expenditure in the period in which they are incurred.

**Agency arrangements**

The College acts as an agent in the collection and payment of certain discretionary support funds and adult learning grants. Related payments received from the funding bodies and subsequent disbursements to students are excluded from the income and expenditure account and are shown separately in note 24, except for the 5 per cent of the grant received which is available to the College to cover administration costs relating to the grant. The College employs one member of staff dedicated to the administration of Learner Support Funds applications and payments.

**Judgements in applying accounting policies and key sources of estimation uncertainty**

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

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

**Other key sources of estimation uncertainty***Tangible fixed assets*

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as technological innovation and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining life of the asset and projected disposal values.

*Local Government Pension Scheme*

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 (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 22, 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 2022 has been used by the actuary in valuing the pensions liability at 31 July 2025. 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.

*Provision for bad debts*

Provision is made in full against the value of a debt where its recovery has become uncertain.

## 2 Funding body grants

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
<b>Recurrent grants</b>				
DfE- adult	459	459	390	390
GLA – adult	1,761	1,761	1,653	1,653
DfE– 16-18	9,850	9,850	9,747	9,747
DfE– apprenticeships	486	486	502	502
<b>Specific grants</b>				
DfE– high needs funding	2,887	2,887	2,600	2,600
DfE-Teachers' Pension	499	499	401	401
DfE National Insurance	77	77	-	-
Other grants	25	25	-	-
Release of deferred capital grants	749	749	156	156
DfE Discretionary learner support	103	103	72	72
GLA Discretionary learner support	547	547	582	582
DfE Tuition fund	-	-	113	113
DfE Additional specific bursaries	6	6	4	4
Multiplier Maths Project	174	174	152	152
Local and West London SDF Projects	3	3	115	115
<b>Total</b>	<b>17,626</b>	<b>17,626</b>	<b>16,487</b>	<b>16,487</b>

## 3 Tuition fees and education contracts

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Tuition fees	1,888	1,888	1,405	1,405
Education contracts	46	46	308	308
<b>Total</b>	<b>1,934</b>	<b>1,934</b>	<b>1,713</b>	<b>1,713</b>

Tuition fees funded by bursaries: Included within the above amounts are tuition fees funded by bursaries of £6k (2024: £13k).

**4 Other income**

	Group 2025	College 2025	Group 2024	College 2024
	£'000	£'000	£'000	£'000
Residencies and catering	334	334	296	296
DfE Free school meal funds	52	52	40	40
Other income generating activities	403	403	418	418
Farming income	525	409	438	303
Capital grants	-	-	94	94
Teaching related activities	220	220	84	84
Examination and registration costs	127	127	128	128
Premises income	38	38	123	123
Other income	458	457	400	395
Total	<u>2,157</u>	<u>2,040</u>	<u>2,021</u>	<u>1,881</u>

**5 Investment income**

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Interest receivable	<u>280</u>	<u>280</u>	<u>229</u>	<u>229</u>
Total	<u>280</u>	<u>280</u>	<u>229</u>	<u>229</u>

**6 Staff costs – Group and College**

The average number of persons (including key management personnel) employed by the College during the year was:

	2025 No. Headcount	2025 No. FTE	2024 No. Headcount	2024 No. FTE
Teaching staff	112	102	115	104
Non-teaching staff	<u>237</u>	<u>196</u>	<u>201</u>	<u>168</u>
Total Staff	<u>349</u>	<u>298</u>	<u>316</u>	<u>272</u>

## Staff costs for the above persons

	Group 2025	College 2025	Group 2024	College 2024
	£'000	£'000	£'000	£'000
Wages and salaries	10,731	10,731	9,845	9,845
Social security costs	1,007	1,007	917	917
Other pension costs (note 22)	1,941	1,941	1,603	1,603
Includes (£182k) FRS102 adjustment (2024: £135k)				
Payroll sub total	<u>13,679</u>	<u>13,679</u>	<u>12,365</u>	<u>12,365</u>
Contracted out staffing services	<u>1,099</u>	<u>1,099</u>	<u>1,056</u>	<u>1,056</u>
Total Staff costs	<u>14,778</u>	<u>14,778</u>	<u>13,421</u>	<u>13,421</u>

**Key Management Personnel**

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the College and are represented by the College Leadership Team which comprises the Principal, the Director of Governance and the Executive Team.

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

	2025 No	2024 No.
The number of key management personnel including the Accounting Officer was:	<u>5</u>	<u>4</u>

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

	Key management personnel		Other staff	
	2025 No.	2024 No.	2025 No.	2024 No.
£35,001 to £40,000	1	N/A	N/A	N/A
£40,001 to £45,000	1	N/A	N/A	N/A
£60,001 to £65,000	N/A	N/A	1	3
£65,001 to £70,000	N/A	N/A	4	4
£75,001 to £80,000	N/A	1	N/A	N/A
£80,001 to £85,000	N/A	N/A	N/A	2
£85,001 to £90,000	N/A	1	1	N/A
£90,001 to £95,000	N/A	1	N/A	N/A
£115,001 to £120,000	2	N/A	N/A	N/A
£145,001 to £150,000	N/A	1	N/A	N/A
£150,001 to £155,000	1	N/A	N/A	N/A
	<u>5</u>	<u>4</u>	<u>6</u>	<u>9</u>

Six members of staff whose annual emoluments were in excess of £60,000 are reported in the other staff category accordingly.

Key management post holder emoluments are made up as follows:

	2025 £'000	2024 £'000
Salaries	466	423
Employers National Insurance	<u>62</u>	<u>53</u>
	528	476
Pension contributions	<u>98</u>	<u>77</u>
Total emoluments	<u>626</u>	<u>553</u>

There were no amounts due to key management that were waived in the year, nor any salary sacrifice arrangements in place.

The below compensation includes amounts of emoluments payable to the Accounting Officer (who are also the highest paid key management personnel):

	2025 £'000	2024 £'000
Principal Salary	152	146
Pension contributions	<u>26</u>	<u>19</u>
	<u>178</u>	<u>165</u>

The pension contributions in respect of the Accounting Officer and key management personnel are in respect of employer's contributions to the Teachers' Pension Scheme or Local Government Pension Scheme and are paid at the same rates as for other employees.

The members of the Corporation other than the Accounting Officer did not receive any payment from the College other than the reimbursement of travel and subsistence expenses incurred in the course of their duties.

The Corporation adopted the AoC's Senior Staff Remuneration Code in July 2019 and assess pay in line with its principles.

The remuneration package of key management personnel, including the Principal and Chief Executive, is subject to annual review by the Search, Governance and Remuneration Committee of the Corporation who use benchmarking information to provide objective guidance.

The Principal and Chief Executive reports to the Chair of the Corporation, who conducts an annual review of his performance against the College's overall objectives using both qualitative and quantitative measures of performance.

Relationship of Principal/Chief Executive pay and remuneration expressed as a multiple

	2025	2024
Principal's basic salary as a multiple of the median of all staff	8.07	7.57
Principal and CEO's total remuneration as a multiple of the median of all staff	8.08	7.60

### 7 Other operating expenses

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Teaching costs	1,202	1,202	1,225	1,225
Non-teaching costs	3,011	2,897	2,975	2,857
Premises costs	1,495	1,495	1,732	1,732
Total	<u>5,708</u>	<u>5,594</u>	<u>5,932</u>	<u>5,814</u>

Other operating expenses include:	2025	2024
	£'000	£'000
Auditor's remuneration:		
Financial statements and regularity audit	43	42
Internal audit	47	28
Hire of assets under operating leases	30	31

### 8 Interest and other finance costs – Group and College

	2025 £'000	2024 £'000
Net interest on defined pension liability (note 22):		
Enfield LGPS	86	62
Kent LGPS	(6)	(6)
Total	<u>80</u>	<u>56</u>

### 9 Taxation

The tax provision arises on the surplus generated by Forty Hall Community Vineyard Limited. Capel Manor Limited is now a dormant company and there was no activity recorded to generate profit in the year.

**10 Tangible fixed assets (Group)**

	Land and Buildings		Long	Plant and	Total
	Freehold	Under	leasehold	Equipment	
	£'000	Construction	£'000	£'000	£'000
		£'000			
<b>Cost or valuation</b>					
At 1 August 2024	10,203	7,986	1,277	3,097	22,563
Disposals	(387)		(630)	(883)	(1,900)
Additions in year	1,991	719	185	1,013	3,908
Transfer of Asset under Construction	7,893	(7,893)	-	-	-
At 31 July 2025	<u>19,700</u>	<u>812</u>	<u>832</u>	<u>3,227</u>	<u>24,571</u>
<b>Depreciation</b>					
At 1 August 2024	3,241	-	827	1,624	5,692
Disposals	(387)	-	(630)	(883)	(1,900)
Charge for the year	<u>534</u>	<u>-</u>	<u>38</u>	<u>648</u>	<u>1,220</u>
At 31 July 2025	<u>3,388</u>	<u>-</u>	<u>235</u>	<u>1,389</u>	<u>5,012</u>
<b>Net book value at 31 July 2025</b>	<u>16,312</u>	<u>812</u>	<u>597</u>	<u>1,838</u>	<u>19,559</u>
Net book value at 31 July 2024	<u>6,962</u>	<u>7,986</u>	<u>450</u>	<u>1,473</u>	<u>16,871</u>

Mottingham is a 9-acre freehold property. The Secretary of State for Education retains the right to 100% of any net sale proceeds from the land for a period of 40 years from the transfer date, through an overage clause. The asset under construction costs are in respect of a building project at the Mottingham site. Phase 1 of the building project at Mottingham has been completed and came into use in September 2024. Governors have approved the Mottingham Phase 2 and the Hessayon building projects and work has commenced, this is expected to be completed by summer 2026.

**Tangible fixed assets (College only)**

	Land and buildings				
	Freehold £'000	Under Construction £'000	Long leasehold £'000	Plant and Equipment £'000	Total £'000
<b>Cost or valuation</b>					
At 1 August 2024	10,203	7,986	1,277	3,054	22,520
Disposals	(387)	-	(630)	(878)	(1,895)
Additions	1,991	719	185	1013	3,908
Transfer of Asset in Construction	7,893	(7,893)	-	-	-
At 31 July 2025	19,700	812	832	3,189	24,533
<b>Depreciation</b>					
At 1 August 2024	3,241	-	827	1,600	5,668
Disposals	(387)	-	(630)	(878)	(1,895)
Charge for the year	534	-	38	643	1,215
At 31 July 2025	3,388	-	235	1,365	4,988
<b>Net book value at 31 July 2025</b>	16,312	812	597	1,824	19,545
Net book value at 31 July 2024	6,962	7,986	450	1,454	16,852

Land and buildings were valued in 1996 at depreciated replacement cost by a firm of independent chartered surveyors. Other tangible fixed assets inherited from the LEA at incorporation have been valued by the College on a depreciated replacement cost basis with the assistance of independent professional advice. If fixed assets had not been revalued before being deemed as cost on transition, they would have been included at £nil historical cost.

Land and buildings with a net book value of £3,598k (2024: £875k) have been partly financed by exchequer funds, through for example the receipt of capital grants. Should these assets be sold, the College may be liable, under the terms of the Financial Memorandum with the DfE, to surrender the proceeds.

The College occupies land and buildings at Forty Hall Farm. 4.85 hectares of land at the farm are held on a 99-year lease at a peppercorn rent. The farm buildings and a further 64 hectares of land are held under an agricultural tenancy. The College has a partnership agreement with the London Borough of Enfield to manage and conserve the farm estate and to restore the derelict buildings on site. The properties are maintained and insured by the College. The properties are included in the balance sheet at £nil cost, as the properties were in a state of disrepair at the start of the tenancy.

**11 Non-current investment (College)**

	2025 £	2024 £
Investments in subsidiary companies	5	5
Total	<u>5</u>	<u>5</u>

The College owns 100 per cent of the issued ordinary £1 shares of Capel Manor Limited, a company incorporated in England and Wales. Capel Manor Limited owed £nil to the College at 31 July 2025 (2024: nil). Capel Manor Limited is currently dormant.

The College owns a 50% share in Forty Hall Community Vineyard Limited, a company incorporated in England and Wales. The College owed Forty Hall Community Vineyard Limited £480 at 31 July 2025 (2024 - £480). The principal business activity of Forty Hall Community Vineyard Limited is the operation of a commercial vineyard that provides a community therapeutic resource via a locally appointed management committee of volunteers.

The College owns 100 per cent of the issued ordinary £1 shares of Enfield Veg Co Limited, a company incorporated in England and Wales. The company did not trade during the year.

**12 Trade and other receivables**

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Amounts falling due within one year:				
Trade Debtors	528	528	591	582
Prepayments and accrued income	286	286	320	320
Amounts from the DfE and GLA	206	206	-	-
Amounts owed from subsidiary undertakings	20	20	-	-
Other debtors	-	-	1	1
Total	<u>1,040</u>	<u>1,040</u>	<u>912</u>	<u>903</u>

**13 Current investments**

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Short term deposits	<u>4,000</u>	<u>4,000</u>	<u>6,626</u>	<u>6,626</u>
Total	<u>4,000</u>	<u>4,000</u>	<u>6,626</u>	<u>6,626</u>

Deposits are held with banks and building societies operating in the London market and licenced by the Financial Conduct Authority with more than one month maturity at the balance sheet date. The interest rates for these deposits are fixed for the duration of the deposit at the time of placement.

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

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Payments received in advance	619	619	1,014	1,014
Trade creditors	171	150	421	388
Other taxation and social security	297	297	243	243
Accruals and deferred income	1,120	1,120	2,254	2,253
Deferred income – capital grants	711	711	250	250
Amounts owed to funding bodies	2	2	18	18
Other creditors	489	455	445	412
Holiday pay accrual	216	216	329	329
<b>Total</b>	<b>3,625</b>	<b>3,570</b>	<b>4,974</b>	<b>4,907</b>

**15 Creditors: amounts falling after one year**

	Group 2025 £'000	College 2025 £'000	Group 2024 £'000	College 2024 £'000
Deferred income – capital grants	16,135	16,115	13,343	13,343
<b>Total</b>	<b>16,135</b>	<b>16,115</b>	<b>13,343</b>	<b>13,343</b>

**16 Provisions (Group and College)**

Defined benefit obligations		
	2025 £'000	2024 £'000
At 1 August 2024	-	-
Net Expenditure in the period	102	79
Actuarial gain in period	3,355	399
Actuarial gain capped to Nil	(3,457)	(478)
At 31 July 2025	-	-

Defined benefit obligations relate to the liabilities under the College's membership of the Local Government Pension Scheme. Further details are given in Note 22. The principal assumptions for this calculation are:

	2025	2024
Price inflation	2.75	2..75
Discount rate	5.80%	5.0%

### 17 Cash and Cash Equivalents

	At 1 Aug 2024 £'000	Cash flows £'000	At 31 July 2025 £'000
Cash and cash equivalents	3,455	1,356	4,811
Total	<u>3,455</u>	<u>1,356</u>	<u>4,811</u>

### 18 Capital commitments (Group and College)

	2025 £'000	2024 £'000
Commitments contracted for at 31 July	<u>Nil</u>	<u>875</u>
Authorised but not contracted at 31 July	<u>7,963</u>	<u>6,900</u>

At 31 July, the governors have authorised but not contracted a capital budget of £7,963k for the 2025/26 financial year. This is made up of £3,491k for the Mottingham phase 2 project and £4,472k for the Enfield Hessayon project. The Mottingham Phase 2 project is being fully funded by GLA and DfE grant. The Hessayon project will be partly funded by grants and College reserves.

### 19 Lease obligations (Group and College)

At 31 July the College had future minimum lease payments under non-cancellable operating leases as follows:

	2025 £'000	2024 £'000
Land and buildings:		
Expiring within one year	275	278
Expiring within two and five years inclusive	435	435
Expiring in over five years	1,779	1901
	<u>2,489</u>	<u>2,614</u>
	2025 £'000	2024 £'000
Equipment:		
Expiring within one year	30	31
Expiring within two and five years inclusive	-	-
	<u>30</u>	<u>31</u>

## 20 Contingent liability

The College took advantage of a VAT exemption of £610k in the construction of an Animal Care building that was completed in the year ending 31 July 2015. This arises from the building being used to educate 16-19-year-old students. This exemption is subject to a ten-year review (2025) in which any education of adults must not exceed 5% of the student population. Governors have adopted a strategy that will prevent the liability from crystallising. The Animal Care Building has now met the 10 year VAT rule and will no longer be treated as a contingent liability. The Linear Block of the Mottingham Phase1 project which is for 16-19 year olds with a value of £837k will be subject to the same VAT exemption rule.

## 21 Local Government Pension Scheme

Defined benefit obligations:	2025	2024
	£'000	£'000
Enfield LGPS (note 22)	(5,092)	(1,709)
Kent LGPS (note 22)	(185)	(112)
Actuarial gain capped to Nil	5,277	1,821
	<hr/>	<hr/>
Total liability	-	-
	<hr/>	<hr/>

The total pension expense for LGPS Enfield and the Kent Pension Fund in 2024/25 was £958k, employer contribution amounted to £1,060k resulting in a gain of £102k (Enfield LGPS (£92k), Kent LGPS (£10k)). The actuarial gain on investment less prior year's adjustment to cap to nil was £3,355k resulting in a total gain of £3,457k. The College adjusted the figure down by £102k in order to cap the 2024/25 LGPS pension gain to nil, as gains on pension assets are not deemed recoverable.

As at 31 July 2025 the College has obtained an actuarial valuation of the College's share of both scheme's assets and liabilities (note 22).

## 22 Pension and similar obligations

The College's employees belong to three 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 Kent County Council and the London Borough of Enfield Local Authority. All three are defined-benefit schemes.

The actuary has estimated the cost of the employer's contributions for the period to 31 July 2026 to be approximately £1,042k for LGPS Enfield and £17k for the Kent Pension Fund. Payments for these cost will be spread across 12 months from August 2025 to July 2026.

Total pension cost for the year	2025 £'000	2025 £'000	2024 £'000	2024 £'000
Teachers' Pension Scheme: contributions paid		1,064		828
Local Government Pension Scheme: Contributions paid:				
Enfield LGPS	1,042		892	
Kent LGPS	17		18	
FRS 102 charge	<u>(182)</u>		<u>(135)</u>	
Charge to the Income and Expenditure Account (staff costs)		<u>877</u>		<u>775</u>
Total Pension Cost for Year (note 6)		<u>1,941</u>		<u>1,603</u>

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest formal actuarial valuation of the TPS was 31 March 2020 and of the LGPS 31 March 2022. Contributions amounting to £253k (2023-24: £211k) were payable to the schemes at 31 July and are included within creditors.

### Teachers' Pension Scheme

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

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

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

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

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

The latest actuarial review of the TPS was carried out in 2023 based on the data as at 31 March 2020. The valuation report was published by the Department for Education (DfE) in October 2023. The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £262 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £222 billion giving a notional past service deficit of £40 billion (compared to £22 billion in the 2016 valuation).

As a result of the valuation, new employer contribution rates rose from 23.68% to 28.68% from April 2024. The total payment received by the College from the DfE in support of TPA contributions in 2024-25 was £499k.

A full copy of the valuation report and supporting documentation can be found on the Teachers' Pension Scheme website.

The pension costs paid to TPS in the year amounted to £1.064k (2023-24: £828k).

## Enfield Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate funds administered by the London Borough of Enfield Local Authority. The total contributions made for the year ended 31 July 2025 were £1,425k, of which employer's contributions totalled £1,042k and employees' contributions totalled £383k. The agreed contribution rates for future years are 17.3% for employers and range from 5.5% to 12.5% for employees, depending on salary.

## Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31 March 2022 updated to 31 July 2025 by a qualified independent actuary.

	At 31 July 2025	At 31 July 2024
Rate of increase in salaries	4.25%	4.25%
Rate of increase for pensions in payment and to deferred pensions	2.60%	2.60%
Discount rate for scheme liabilities	5.80%	5.0%
Rate of increase in inflation (Consumer Price Index)	2.75%	2.75%
Commutation of pensions to lump sums	70%	70%

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

	At 31 July 2024	At 31 July 2024
	Years	Years
Retiring today		
Males	21.1	20.8
Females	23.3	23.3
Retiring in 20 years		
Males	22.2	21.9
Females	24.7	24.7

The College's share of the assets and liabilities in the scheme and the actual return on plan assets were:

	Value at 31 July 2025 £'000	Value at 31 July 2024 £'000
Equities	12,500	10,753
Property	2,412	2,259
Government Bonds	-	1,448
Corporate Bonds	6141	4,328
Multi Asset Credit	-	-
Cash	877	890
Other	-	-
	<hr/>	<hr/>
Total market value of assets	21,930	19,678
	<hr/>	<hr/>
Actual return on plan assets	<u>1,247</u>	<u>1,687</u>

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

	2025 £'000	2024 £'000
Fair Value of plan assets	21,930	19,678
Present value of plan liabilities	(16,838)	(17,969)
Capped adjustment to limit net assets to nil	<u>(5,092)</u>	<u>(1,709)</u>
Net pension asset/(liability) (Note 21)	<u>-</u>	<u>-</u>

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

	2025 £'000	2024 £'000
<b>Amounts included in staff costs:</b>		
Current service cost	1,036	859
Past Service cost	-	-
Total	<u>1,036</u>	<u>859</u>

	2025 £'000	2024 £'000
<b>Amounts included in finance costs:</b>		
Net interest cost (note 8)	<u>(86)</u>	<u>(62)</u>
	<u>(86)</u>	<u>(62)</u>

	2025 £'000	2024 £'000
<b>Amount recognised in Other Comprehensive Income:</b>		
Return on pension plan assets	239	826
Experience losses arising on defined benefit obligations	2,943	(192)
Actuarial gains due to changes in demographic assumptions	(77)	394
Actuarial losses due to liability experience	<u>186</u>	<u>(634)</u>
<b>Amount recognised in Other Comprehensive Income</b>	<u>3,291</u>	<u>394</u>

	2025 £'000	2024 £'000
<b>Movement in net defined benefit liability during year:</b>		
<b>Net defined benefit liability in scheme at 1 August</b>	-	-
Movement in year:		
Current service cost	(1,036)	(859)
Past service cost	-	(27)
Employer contributions	1,042	892
Net interest	86	62
Actuarial gain	3,291	394
Actuarial gain capped to limit to nil	<u>(3,383)</u>	<u>(462)</u>
<b>Net defined benefit liability at 31 July</b>	<u>-</u>	<u>-</u>

**Asset and Liability Reconciliation**

	2025 £'000	2024 £'000
<b>Defined benefit obligations at 1 August</b>	17,969	15,901
Current service cost	1,036	859
Interest cost	922	799
Contributions by scheme participants	383	324
Experience gains and losses on defined benefit obligations	(2,943)	192
Estimated benefits paid	(420)	(373)
Past service cost	-	27
Actuarial (gains) due to changes in demographic assumptions	77	(394)
Actuarial losses due to liability experience	(186)	634
<b>Defined benefit obligations at 31 July</b>	<b>16,838</b>	<b>17,969</b>

**Changes in fair value of plan assets**

	2025 £'000	2024 £'000
<b>Fair value of plan assets at 1 August</b>	19,678	17,148
Interest on assets	1,008	861
Return on plan assets	239	826
Employer contributions	1,042	892
Contributions by Scheme participants	383	324
Benefits paid	(420)	(373)
<b>Fair value of plan assets at 31 July</b>	<b>21,930</b>	<b>19,678</b>

**Kent Local Government Pension Scheme**

The LGPS is a funded defined-benefit scheme, with the assets held in separate funds administered by the Kent County Council. The total contributions made for the year ended 31 July 2025 were £21k, of which employer's contributions totalled £17k and employees' contributions totalled £4k. The agreed contribution rates are between 18.4% for employers and range from 5.5% to 12.5% for employees, depending on salary.

**Principal Actuarial Assumptions**

The following information is based upon an actuarial valuation of the fund as at 31 July 2022 updated to 31 July 2025 by a qualified independent actuary.

	At 31 July 2025	At 31 July 2024
Rate of increase in salaries	3.80%	3.85%
Rate of increase for pensions in payment and to deferred pensions	2.80%	2.80%
Discount rate for scheme liabilities	5.85%	5.10%

Rate of increase in inflation (Consumer Price Index)	3.05%	2.85%
Commutation of pensions to lump sums	50%	50%

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

	At 31 July 2024	At 31 July 2024
	Years	Years
Retiring today		
Males	21.4	20.7
Females	23.7	23.3
Retiring in 20 years		
Males	23.0	22.0
Females	25.4	24.7

The College's share of the assets and liabilities in the scheme and the actual return on plan assets were:

	Value at 31 Jul 2025 £'000	Value at 31 Jul 2024 £'000
Equities	335	309
Property	45	48
Government Bonds	31	38
Corporate Bonds	81	78
Cash	15	17
Other	28	27
Infrastructure	27	25
	<hr/>	<hr/>
Total market value of assets	562	542
	<hr/>	<hr/>
Actual return on plan assets	<u>38</u>	<u>32</u>

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

	2025 £'000	2024 £'000
Fair Value of plan assets	562	542
Present value of plan liabilities	(377)	(430)
Capped adjustment to limit net assets to nil	<u>(185)</u>	<u>(112)</u>
Net pension assets (Note 21)	<u>-</u>	<u>-</u>

Amounts recognised in the Statement of Comprehensive Income in respect of the plan for this financial year are as follows:

	2025 £'000	2024 £'000
<b>Amounts included in staff costs:</b>		
Current service cost	12	13
Past Service cost	-	-
Total	<u>12</u>	<u>13</u>

	2025 £'000	2024 £'000
<b>Amounts included in finance costs:</b>		
Net interest cost (note 8)	<u>6</u>	<u>6</u>
	<u>6</u>	<u>6</u>

	2025 £'000	2024 £'000
Amount recognised in Other Comprehensive Income:		
Return on pension plan assets	38	32
Experience gains arising on defined benefit obligations	<u>4</u>	<u>(2)</u>
<b>Amount recognised in Other Comprehensive Income</b>	<u>42</u>	<u>30</u>

	2025 £'000	2024 £'000
<b>Movement in net defined benefit liability during year:</b>		
<b>Net defined benefit liability in scheme at 1 August</b>		
Movement in year:		
Current service cost	(12)	(13)
Past service cost	-	-
Employer contributions	17	18
Net interest	6	6
Actuarial gain	64	5
Administration expenses	(1)	-
Capped adjustment to limit to nil	<u>(74)</u>	<u>(16)</u>
<b>Net defined benefit liability at 31 July</b>	<u>-</u>	<u>-</u>

**Asset and Liability Reconciliation**

	2025 £'000	2024 £'000
<b>Defined benefit obligations at 1 August</b>	430	405
Current service cost	12	13
Interest cost	21	20
Change in financial assumptions	(67)	4
Change in demographic assumptions	10	(1)
Contributions by scheme participants	5	5
Experience gains on defined benefit obligations	4	(2)
Estimated benefits paid	(38)	(14)
<b>Defined benefit obligations at 31 July</b>	<b>377</b>	<b>430</b>

**Changes in fair value of plan assets**

	2025 £'000	2024 £'000
<b>Fair value of plan assets at 1 August</b>	542	501
Interest on assets	27	26
Return on plan assets	11	6
Administrative expenses	(1)	-
Employer contributions	16	18
Contributions by Scheme participants	5	5
Benefits paid	(38)	(14)
<b>Fair value of plan assets at 31 July</b>	<b>562</b>	<b>542</b>

**23 Related party transactions**

Owing to the nature of the College's operations and the composition of the Governing Body being drawn from local public and private sector organisations, it is inevitable that transactions will take place with organisations in which a member of the Governing Body may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the College's financial regulations and standard procurement procedures. There were no such transactions in the year.

£1,854 of expenses were paid to or on behalf of the Governors during the year (2023-24 £1958).

No governor has received any remuneration or waived payments from the College or its subsidiaries during the year (2023-24: £Nil).

Transactions and balances with the funding bodies are detailed in notes 2, 12 and 14.

During the year, Capel Manor College purchased wine to the value of £18,906 (2024 £12,403) from Forty Hall Community Vineyard. At 31 July 2025 the College owed Forty Hall Community Vineyard £1,888.20 relating to three invoices (2024 £4,576). These invoices have since been paid. There is, therefore, no debt outstanding on the College's creditor account for Forty Hall Community Vineyard relating to 2024/25.

**24 Amounts disbursed as agent Learner Support Funds**

	2025 £'000	2024 £'000
Funding body grants	256	307
Disbursed to students	(322)	(388)
Administration costs	(4)	(4)
Amount consolidated in financial statements	<u>70</u>	<u>85</u>
Balance unspent as at 31 July, included in creditors	<u>-</u>	<u>-</u>

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