

Company Number - 11198091



BOLTON COLLEGE

Report and Financial Statements

1 August 2020 to 31 July 2021

Reference and Administrative Details

College Board

Board Membership is detailed on pages 4 and 17 in the accounts.

Senior Management Team (all from 1 August 2020 unless stated otherwise)

Bill Webster – Principal and Chief Executive

Mark Burgoyne – Deputy Principal

Garry Westwater – Executive Director of Finance

Jane Marsh – Executive Director of Human Resources (from 1 August 2020)

Tracey Clarke – Director of Management Information Systems

Joanne Green – Director of Quality (until 30 June 2021)

Sharon Marriot – Director of 16-19 Education

Kate Wallace – Director of Apprenticeships and Employer Engagement

Karen Westsmith – Director of Adults and HE

Seconded to University of Bolton

Carl Hosker – Director of Estates (seconded from 1 October 2018)

Clerk to the Board

Deborah Bradburn – Clerk to the Board

Registered Office

Deane Road, Bolton, BL3 5BG

Professional Advisors

Financial Statements Auditors and Reporting Accountants

Azets Audit Services (formerly Scott-Moncrieff)

Exchange Place

3 Semple Street

Edinburgh

EH3 8BL

Internal Auditors:

PricewaterhouseCoopers LLP

No.1 Spinningfields

1 Hardman Square

Manchester

M3 3EB

Bankers:

National Westminster Bank

Bolton Central Branch

24 Deansgate

Bolton

BL1 1BN

Barclays

3 Hardman Street

1st Floor

Spinningfields

Manchester

M3 3HF

Solicitors:

Mills & Reeves LLP

8th Floor

1 New York Street

Manchester

M1 4AD

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REPORT OF THE GOVERNING BODY

OBJECTIVES AND STRATEGY

The Board present the Annual Report and audited Financial Statements for the Year ended 31st July 2021.

Legal Status

On 1 August 2018, Bolton College merged with the University of Bolton – and Bolton College is a wholly owned subsidiary of the University of Bolton. Bolton College is a Designated Institution in Further Education and a company limited by guarantee (Company Number 11198091) – and under The Further and Higher Education Act 1992, the College remains an exempt charity for the purposes of the Charities Act 2011.

Merger / Basis of Preparation

Upon merger, the former Bolton College was formally dissolved and the assets and liabilities transferred to Bolton College (Limited). Bolton College has used the 'Limited' exemption from the date of merger.

Governing Body Membership

From 1 August 2018, the University of Bolton has nominated 6 Members to the Board of Bolton College and the Vice Chancellor (Ex-Officio) presently as follows:

From the University of Bolton

Professor George E Holmes DL – President and Vice Chancellor (Ex-Officio)
Dr Kondal Reddy Kandadi - Pro-Vice Chancellor (Academic) (until 28 February 2021)
Dr Andrew Roberts – Independent Board Member
Baroness Sayeeda Warsi – Pro Vice Chancellor (from 20 April 2021)
Mr Tony Unsworth – Assistant Vice Chancellor (Resources)
Dr Gill Waugh - Head of School for Education and Psychology
Dr Chris Ball – Consultant

Bolton College Governors agreed that with effect from 1st September 2018, the membership framework of the Board should be as follows:

- The President and Vice Chancellor, University of Bolton (Ex-Officio)
- 6 Members nominated by Bolton College
- 6 Members nominated by the University of Bolton
- The Principal and Chief Executive
- 2 Staff Members
- 2 Student Members

A quorum of 7 Members is required to meet.

REPORT OF THE GOVERNING BODY (continued)

Mission

The College's mission as approved by its members is:

- Bolton College will enable individuals, businesses and communities within Bolton and the region to realise their potential through Education and Training that is inclusive, inspiring, innovative and responsive to their needs.

Public Benefit

Bolton College is an exempt charity under the 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 for the charity, are disclosed on page 17.

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:

- High-quality teaching
- Widening participation and tackling social exclusion
- Excellent employment record for students
- Strong student support systems
- Links with employers, industry and commerce.

Going Concern

The Board considers that the College has adequate resources to continue in operational existence for the foreseeable future. With an improving a financial health grade, a stronger cash position, and bank covenant compliance, the Board continues to adopt the Going Concern basis in preparing the financial statements.

Implementation of the College's Strategic Plan

The College Strategic/Operational Plans were developed by the Senior Management Team (SMT) before Board approval in June 2021.

In the current rapidly changing environment, the College has a detailed Strategic Plan details Key Themes (Financial, Quality and Benefits from Merger) into Areas of Focus (see below). The Areas of Focus have Associated Strategic Priorities which inform Annual Operational Objectives and Indicators of Success (KPIs).

Key Theme	Areas of focus	Associated Strategic Priorities
Financial	Optimise recruitment to deliver to plan. Assist develop and support the approach to apprenticeships across the Group. Manage costs and efficiencies to protect cash and efficient review of capex. Achieve and maintain compliance with Bank Covenants. Ensure all measures are in place to create a resilient cyber security environment.	Financial sustainability. Responsive to communities.

Quality	<p>Maintain / improve student satisfaction and achievement.</p> <p>Prepare for launch of T-levels in 21-22, including capital bids and necessary expenditure.</p> <p>Close working relationship with GM Combined Authority on the skills agenda and adult skills devolution.</p> <p>Prepare for Ofsted under the new inspection framework.</p> <p>Continue to implement the College Wellbeing Strategy and embed the trauma informed approach in the college's mental health approach</p>	Road to outstanding. Digital College.
Benefits from merger	<p>Actively promote progression to the University.</p> <p>Maximise the benefits from the Group Structure.</p> <p>Develop back-office resource opportunities.</p> <p>Ensure alignment between College & University portfolio of provision.</p> <p>Optimise on opportunities from Educational Tech Learning Environments.</p> <p>Collaborate through motorsport engineering in T levels and explore the possibility of a joint building development for collaborative delivery.</p> <p>In the event the BCMS project becomes 'live' again, to proactively collaborate with the University to successfully deliver the project.</p>	Optimising opportunities.

Operating Plan

In May 2021 a review of progress of the Operating Plan was undertaken with updates notes as on target, ongoing or complete.

Strategic Priority	Annual Operational Objectives
Optimising opportunities across the merged group	<ul style="list-style-type: none"> Continue to develop the approach to Apprenticeships across the Group, including sharing best practice and expertise (e.g. performance boards, self-assessment, action planning); identifying and closing any gaps; joint training events; continuing to further embed good practices already within College processes; monitoring potential growth incl. levy and non-levy employers Actively promote progression to the University, ensuring alignment between College and University portfolio of provision, and adoption of joint projects (e.g. via Strive, continued enhancements in curriculum to support successful learner progression and continued marketing of learner benefits) Co-ordinate the Mental Health & Wellbeing Strategies across the Group Ensure ongoing oversight of governance and quality assurance reporting, including continued working with the ESFA and the Office of the FE Commissioner

Focusing efforts on the road to outstanding	<ul style="list-style-type: none"> • Maintain / improve satisfaction and achievement rates utilising learner voice at key points in the learning journey • Overlay College / University provision with the GM Skills Agenda and local needs of Bolton linked to the Bolton 2030 Vision Agenda, in order to inform future development with a flexible and responsive curriculum offer • Continued focus on introducing T levels as the flagship technical offer in Bolton. • Monitor and maintain minimum of Good for future Ofsted - including Community Learning and Early Years (Nursery) and improve Adult provision to Good as evaluated through the 20-21 Self-Assessment • Ensure that quality processes and methodologies are aligned to the standards and requirements of the new Education Inspection Framework (EIF), with SAR being written against the new judgments to generate the improvement plans for 21-22, and communications to further embed understanding, • Continued improvement in annual SAR results with all areas achieving 'good' and an increasing number moving to 'outstanding' • Ensuring that appropriate and innovative approaches are deployed to both retain existing staff and to attract new talent. A review of strategies to attract staff in difficult to recruit areas such as Construction and IT.
Ensuring financial sustainability	<ul style="list-style-type: none"> • Manage costs and efficiencies to protect cash, generating sufficient cash to service borrowing and the necessary investment to support the road to outstanding and becoming a digital college, and ensuring compliance with Bank Covenants and gaining an unqualified audit report • Maintain the Key Performance Outcomes as included within the Dashboard • Maintain 'outstanding' financial health
Becoming a truly 'digital college'	<ul style="list-style-type: none"> • Develop Learning Environments including continuing to embed existing AI Learning Systems and developing the next stage to support learner outcomes • Continue to review curriculum and back-office processes to ensure appropriate digital context • Promotion of the Digital Skills Academy under the auspices of the T level • Provide investment in the College IT infrastructure and equipment to ensure staff and learners are able to develop and access digital content to support curriculum delivery. • Ensure optimum protection and oversight of cybersecurity and review and agree an updated business continuity plan.
Being responsive to the communities we serve in Bolton and the City Region	<ul style="list-style-type: none"> • Working with the Council, review existing delivery locations for Community Learning including in hardest to reach areas, to ensure appropriate locations which are mapped against GM areas of priority / deprivation and linked to local employment key skills requirements • Work with the Council and GMCA to review the devolved AEB Community Contract location.

Key Performance Indicators (KPIs)

The Board monitors performance throughout the Year against annual targets and plans. A KPI Dashboard is maintained to monitor Income, EBITDA, Cash/Current Ratio, ESFA Financial Health (presently forecast to be "Outstanding") and bank covenants. Qualitative measures detail Learners' Achievement, Satisfaction and Progress and a Curriculum self-assessment of the College's Ofsted Grades is also reviewed and scrutinised.

Learner Numbers and Funding (Further Education) 2020/21

The College received Education and Skills Funding Agency (ESFA) funding for young people (16-19) at £14.4m. This was an increase from the previous year due to higher learner weightings and volumes. Again, higher recruitment in year for 2020/21 will result in an increased allocation for 2020/21 also.

The allocation for Adult Classroom based provision was flat during the year. Funding is now mostly with the contract with Greater Manchester Combined Authority (GMCA) following the devolution of AEB Funding from ESFA. The College has a small contract with ESFA also going forward – and activity for this was achieved.

Age Group	Target	Actual	Difference	Percentage of target
16-19 & 19-24 EHCP Learners	2,271	2,351	80	103.5%
19+ Class-based Funding (incl. Traineeships; ESOL Mandated and ALS and DLS)	£3,724,331	£2,593,179	£-1,131,152	69.7%
24+ loans	£699,500	£581,3517	£-118,149	83%

Table information as at final funding claim R14 on 21st October 2021

The College did not achieve its 24+ Loan allocation, however there is scope for growth in the future.

Apprenticeships Success Rates

Achievement rates are key performance indicators that are monitored by the ESFA. Both overall and timely achievement rates increased by 3.4% and 2.8% respectively.

Area	2020/21 Target	2020/21 Outturn
Apprenticeship Framework	69.0%	65.3%

As per on R14 on 21st October 2021

The College achieved £2,122,631 and exceeded its internal funding target for Apprenticeships by > 6% in-year.

Staffing

All College teaching staff have maintained a continuing professional development portfolio. 95% hold teaching qualifications and 56% are qualified to post graduate level.

Ofsted

Bolton College is graded Good/Grade 2 in all aspects of delivery by Ofsted, as follows:

The College Nursery was assessed as Good/Grade 2 in May 2019 (previously Grade 3 in October 2019).

The College, along with Bolton Council, was also inspected and Grade 2 was achieved for Adult and Community Learning in January 2020.

The College was last inspected in February 2017 and was assessed as Good. The main grades for the College are as follows:

- Outcomes for learners Grade 2
- Quality of Teaching, Learning & Assessment Grade 2
- Effectiveness of Leadership and management Grade 2

FINANCIAL POSITION

Financial results

The Covid-19 Pandemic, challenged the College and FE Sector in circumstances like no other time. Despite the disruption to business, learning continued online and the College has achieved an excellent financial result.

Our focus and efforts were – as always - concentrated on our Learners, and our commitment to delivering academic quality. Online resources were available to ensure Learners were able to study at home. Latterly in the year, some Learners returned to College to complete their assessments/studies and to allow them to progress with further study/seek employment. Only a small cohort of Beauty students have been unable to complete their studies as Government restrictions do not permit their assessments to take place.

Income was above expectations - as post-lockdown - falls in apprenticeships, fees and trading income were not as severe as once feared. Operating costs fell as the lockdown impacted on variable expenditure in year.

The College continues to rely significantly on the funding bodies for its principal funding source from recurrent grants. The ESFA provides circa 70% of the College's total annual income.

The surplus for the Year is £2,540k - this includes a gain in respect of Pension Schemes of £3,089k.

The College generated an improved net inflow of cash from its operating activities of £4,893k – with cash at the end of the Year at £4.82m. The College had long term loan debt of £9.141m as at 31 July 2021. The College has adopted the accruals method for the reporting of capital grants. Capital grants now form part of current and long-term liabilities.

Treasury Policies and Objectives

Treasury management is the management of the College's cash flows, its banking, money market and leasing 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. Short term borrowing for temporary revenue purposes is authorised by the Principal. Such arrangements are restricted by limits in the College's Financial Memorandum agreed with the ESFA. All other borrowings require the authorisation of the Board and to comply with the Financial Memorandum.

Taxation

The College was not liable for any Corporation Tax arising from its charitable activities during the Year.

Reserves Policy

The College has no formal Reserves Policy but recognises the importance of reserves in the financial stability of any organisation and ensures there are adequate reserves to support the College's core activities.

The College reserves include £10k held as restricted reserves. As at the balance sheet date the Income and Expenditure reserve stands at (£12,889k). It is the Board's intention to increase reserves over the life of a new Strategic Plan through the generation of annual operating surpluses

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. During the Year to 31 July 2020, the College incurred no interest charges in respect of late payment for this Year.

Financial Health

The College's Financial Health is rated by the College and ESFA as "Outstanding" for 2020/21.

CURRENT AND FUTURE DEVELOPMENT AND PERFORMANCE

Learner numbers

In Academic Year 2020/21, the College delivered courses to 2,343 students aged 16-19 years. This was above the income target and the "lag-funding" system deployed by ESFA - and this will result in higher grant income for 2021/22. Income for Apprenticeships exceeded expectation – and is budgeted to grow in 2021/22.

The College continues to deliver successfully to increasing numbers of learners with high needs learning difficulties and disabilities. Due to increasing demand, recruitment has been increased for 2021/22 accordingly.

The funding methodology has been fully embraced and embedded in the courses offered by the College with a much greater emphasis on full-time study programmes which include English and maths.

Adults

Adult funding has reduced for several years as a result of Government policy and with the devolution of this funding to Greater Manchester from 2019/20 – and this is continuing to develop going forward.

A great deal of emphasis is now placed on income generating provision and full-cost courses which will continue going forward. The College will continue to appraise projects and submit bids to funding agencies that support developmental opportunities for working with adults within the College community.

Curriculum Developments

Bolton College continues to review its curriculum in order to better meet learner needs. This includes creating and maintaining a line of sight from first step programmes through to Higher Education – and this has increased curriculum alignment with the University of Bolton both pre- and post-merger.

Many of the College's learners have low levels of prior educational achievement and the College is increasing the range of courses aimed at learners who are returning to education. These include entry level 3, foundation learning and basic skills programmes.

The addition of new vocational foundation level options is a major component in addressing the local not-in-education, employment or training (NEETs) agenda and ensuring that young people can prepare themselves for the next stage in their lives.

Because the College responds to the needs of Bolton learners, the College curriculum is weighted towards foundation learning and Level 1 programmes as other post-16 providers in the town focus largely on Level 3 with some Level 2. However, additional curriculum gaps will be identified, developed and delivered in areas of key priorities identified through key economic analysis of Greater Manchester, Bolton and the community. Developments include an emphasis on STEM subject and level 3/4 programmes, consistent with the STEM Centre strategy and building.

Other courses and initiatives prepare learners for University. These include:

- Increased offer for GCSEs in English and Maths;
- Significant HE Access courses for adults;
- Development of Level 4 courses including HNCs and degrees where they clearly fit the needs of our learners and Industry.

Regarding the delivery of Bolton Authority Community Learning, the College has worked with the Council to ensure that, increasingly, courses prepare our most vulnerable learners and citizens for their first or next step towards employment.

Staff and Learner Involvement

The College believes good communication with staff and learners to be of the utmost importance and continues to develop effective communication strategies and tools. The Principal holds termly all staff meetings which have a strategic focus and overview of College performance in addition to covering general College business. The College Management Team (CMT) continues to meet on a regular basis. The College has an embedded electronic form of communication, i.e. the 'weekly stop press' bulletins. These are bulletins aimed at staff and are a vital way of ensuring that all staff have access to the same information and are aware of key College information / notices etc. The 'stop press' newsletter has a focus on learner based news items which are designed to enhance their experience at College and improve communication with Learners.

Learners receive news and communication from their tutors through the online learner portal known as SiD – however investment in a new system ProMonitor will see the latter succeed SiD going forward.

The Principal and Executive Director of HR meet formally on a termly basis with the recognised trade unions. In addition, staff are able to elect two staff Governors. Learner representatives are members of the College Board, and a learner forum supported by a sub-forum for each curriculum area.

The Principal, supported by the Senior Management Team, chairs the termly Learner Forum which enables learners to bring issues to the key decision makers in the College. Each year Learners are invited to give feedback to the College through enrolment, induction and learner satisfaction surveys.

Future developments

The College continues to improve efficiency wherever possible. The availability of capital funding from DfE – has allowed much-needed investment in infrastructure during 2020/21. The College has also been awarded additional capital funding for investments in T-Levels for its curriculum offer in Digital and Engineering – with both new facilities planned to open for academic year 2023/24.

Bolton College of Medical Sciences

The most significant estates development since the STEM Centre, was the new Bolton College of Medical Sciences (BCMS). Planning for BCMS was approved in June 2020 – and the College is working closely with partners - and in particular the University of Bolton and Bolton NHS Trust for a new build project in the town.

BCMS will be a £30m new build in the grounds of Royal Bolton Hospital, and is scheduled to open for the start of Academic Year 2021/22. At the time of writing, the project is on hold as the College/University Group seek Government support to conclude the build and fit out. A bad debt provision for outstanding funding is prudently allowed for. BCMS will host the College's Health provision as well as assist the College – and the wider University of Bolton group - to grow learner numbers from 2021. It is intended to deliver from Levels 2 to 7, and the aspiration is for BCMS to transform both training and employment opportunities in the Healthcare Sector locally in Bolton and Greater Manchester. It will provide training for existing and new staff, giving local people a direct route into healthcare employment and existing staff the opportunity to upskill.

Commercial Digital Developments

The College has invested significantly in an in-house development of Ada, Ada Goes to School and First Pass. A pioneering chatbot – Ada earned a top prize for the most effective use of technology at the AOC Beacon Awards in March 2020. Bolton College is one of the first UK colleges to have introduced a Chatbot which uses artificial intelligence to answer more than 1,000 queries each day from students and staff. Ada has increased learner retention, reduced teacher workload and bureaucracy, increased mental wellbeing and enhanced support for visually impaired students. With ambitions to commercialise its digital developments – the College has created an Intangible Asset - and has signed two non-disclosure agreements to develop and market these developments within all spheres of Education nationally in the UK. In 2019/20, the University of Bolton made an investment of £240k in Ada and thus co-owns with the College.

RESOURCES

The College has various resources that it can deploy in pursuit of its strategic objectives.

People

The College employed an average of 443 people (expressed as full time equivalents) at 31 July 2021. Of this number 166 FTE are teaching staff. Staffing agencies are used to supply staff for curriculum delivery where demand does not justify the employment of a permanent full time or fractional member of staff.

Reputation

The College has a good reputation locally and nationally. This is essential for the College's success at attracting learners and employers. The Principal and Senior Management Team actively pursue external relationships which have strategic relevance. The Principal is strategic lead for the Bolton Vision Group and is a member of the Greater Manchester Colleges' Group – taking a lead on mental health issues.

Financial

The College has £51.5m of fixed assets, provisions of £18.2m and loan debt of £9.1m.

PRINCIPAL RISKS AND UNCERTAINTIES

The College has undertaken further work during the year to develop and embed the system of internal control, including financial, operational and risk management which is designed to protect the College's assets and reputation. Based on the strategic plan, the Senior Management Team undertakes a comprehensive review of the risks to which the College is exposed. They identify systems and procedures, including specific preventable actions which should mitigate any potential impact on the College. The internal controls are then implemented and the subsequent Year's appraisal will review their effectiveness and progress against risk mitigation actions. In addition to the annual review, the Senior Management Team will also consider any risks which may arise as a result of a new area of work being undertaken by the College. The College's Senior Management Team review risk at every meeting thereof, identifying any new risks – consequently a Risk Register is maintained at College level. The risk register identifies the key risks, the likelihood of those risks occurring, their potential impact on the College and the actions being taken to reduce and mitigate the risks. Risks are prioritised using a consistent scoring system. The College's Risk Register and Risk Management Action Plan, identifies sub groups and College committees responsible for maintaining, monitoring and controlling each risk. Each Year, all such groups or committees review and reassess their relevant risks, which informs the report to the College's Audit Committee.

Government Funding

The College is heavily reliant on Government funding via ESFA, Greater Manchester Combined Authority (GMCA) and Office for Students. A significant increase in ESFA funding for 2020/21 is most welcome and needed. However, there can be no assurances of additional funding going forward. The financial impact of the Covid-19 Pandemic is forecast to be severe. Further increases in funding – despite the compelling case for such – are unlikely unless Government policy or practice prioritise the Further Education (FE) Sector for more support and investment.

The College is acutely aware of the economic uncertainty and challenges post the pandemic – and prudently will plan for an adverse impact on future income levels. The one area of most uncertainty is apprenticeships.

The College, in conjunction with its key stakeholders, is developing a strategy for growth in response to the devolution agenda and to the apprenticeships reform. It is recognised that the introduction of the apprenticeship levy will significantly affect that marketplace though the full implications are not yet known as government policy continues to develop.

This risk is mitigated in a number of ways:

- Funding is derived through a number of direct and indirect contractual arrangements
- Merger with the University of Bolton
- By ensuring the College is rigorous in delivering high quality education and training
- Considerable focus and investment is placed on maintaining and managing key relationships and dialogue with the various funding bodies
- Ensuring the College is focused on those priority sectors which will continue to benefit from public funding.

Tuition fee policy

Post-merger with the University of Bolton, the College agrees fee levels with the University going forward.

Maintain adequate funding of pension liabilities

The financial statements report the share of the Local Government Pension Scheme deficit on the College's balance sheet in line with the requirements of FRS 102. This risk is mitigated by an agreed deficit recovery payment plan with the Greater Manchester Local Government Pension Scheme. Under the definitions set out in FRS 102 (28.11), the Teachers' Pension Scheme (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.

Failure to maintain the financial viability of the College

The College's current financial health grade is classified as "Outstanding". The College is planning for improved surplus/cash generation primarily to lessen the dependency for support from the University of Bolton, to adequately invest in its Estate – particularly digital - and to lessen the burden of its loan debt. Notwithstanding that, the continuing challenge to the College's financial position remains the constraint on FE funding and the potential post-pandemic cuts to Public Funds. Financial risk is mitigated in a number of ways:

- By rigorous budget setting procedures and sensitivity analysis
- Regular in year budget monitoring
- Robust financial controls
- Exploring ongoing efficiencies – particularly with joint services/procurement across the Group.

STAKEHOLDER RELATIONSHIPS

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

- Learners;
- Education sector funding bodies;
- FE Commissioner;
- Staff;
- Schools and parents;
- Local and regional employers and employer organisations;
- Bolton Council;
- Greater Manchester Combined Authority;
- Bolton Sixth Form College, the University of Bolton and regional HEI's;
- The local community and voluntary sector organisations;
- Trade unions; and
- Professional bodies.

The College recognises the importance of these relationships and engages in regular communication with them through active involvement in key fora and events, through meetings and through the College website.

Equality

Bolton College is committed to ensuring equality of opportunity for all who learn and work here. We respect and value positively differences in race, gender, sexual orientation, disability, religion or belief and age. We strive vigorously to remove conditions which place people at a disadvantage and we will actively combat bigotry. This policy is resourced, implemented and monitored on a planned basis. The College's Equality Policy is published on the College's Intranet site. The College publishes an Annual Equality Report and Equality Objectives to ensure compliance with all relevant equality legislation including the Equality Act 2010. The College undertakes equality impact assessments on all new policies and procedures and publishes the results. Equality impact assessments are also undertaken for existing policies and procedures on a prioritised basis. A single Equality Action Plan is published each year and monitored by members of the Equality and Diversity Committee, Managers and the Board.

Disability Statement

The College seeks to achieve the objectives set down in the Equality Act 2016, and the College has had to ensure it has met its obligations to make reasonable adjustments to goods and services for current or potential learners with disabilities:-

- *The College's main campus is fully compliant with equality legislation with specific regards to access requirement. This has included a full Disability Discrimination Act (DDA) access audit from a qualified access consultant using Part M of the Building Regulations and BS8300 as the design standard. Disabled Go (which the College subscribes to) has also undertaken a survey to record the facilities the building offers which are published via their website.*
 - *the College's Head of Learner Support, provides information, advice and arranges support where necessary for learners with disabilities;*
 - *there is a range of specialist equipment, such as portable loops and Touch Typing Reading and Spelling (TTRS), which the College can make available for use by learners;*
 - *the College has enhanced the size of the staff team who support learners with disabilities as to continue to develop the range and scope of support the College can offer;*
 - *the staff corporate induction and wider staff development programme is in place which outlines the College's continuing commitment to current equalities legislation;*
 - *there is a continuing programme of staff development to ensure the provision of a high level of appropriate support for learners who have learning difficulties and/or disabilities;*
 - *specialist courses are available to meet a variety of learners' needs; there is a large team of specialist support tutors, signers and classroom assistants who ensure learners with disabilities or difficulties are not treated less favourably than a non-disabled learner;*
 - *counselling and welfare services are described in the College Charter, which is issued to learners together with the Complaints and Disciplinary Procedure leaflets at induction;*
 - *the College is assessed on an annual basis by Job Centre Plus as part of its Disability Confident scheme, this is ensure that the College is committed to being "positive about disabled people" and as such is entitled to use the "disability confident employer" symbol;*
-
- *the Director of HR, working with the HR team and College managers provides advice and support to staff who become disabled through working closely with organisations such as Access to Work.*
 - *the College has developed a Single Equality Scheme. The Scheme describes in a single document how the College will fulfil its statutory duties to promote and foster equality of opportunity and avoid discrimination, demonstrate its commitment to placing the promotion and fostering of equality and diversity at the centre of every aspect of the College's work;*
 - *the College was noted to be a "welcoming place in which to study and work, Leaders have embedded equality of opportunity extremely well throughout the College community, staff and learners reflect well the diverse cultural heritage of the local community" (Ofsted - February 2019).*

Disclosure of information to auditors

The members of the Board 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 of the Board 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 the Board of Bolton College on 9th November 2021 and signed on its behalf by:

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

**Dr. A Roberts
Chair of the Board**

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 year from 1st August 2020 to 31st July 2021 and up to the date of the approval of the report and financial statements.

The College endeavours to conduct its business:

- i. in accordance with 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 for Governance English Colleges ("the Code");
- iii. having due regard to the UK Corporate Governance Code insofar as it is applicable to the further education sector.

The College is committed to exhibiting best practice in all aspects of Corporate Governance and in particular the Board has adopted and complied with the Code. We have not adopted and therefore do not apply the UK Corporate Governance Code. However, we have reported on our Corporate Governance arrangements by drawing upon best practice available, including those aspects of the UK Corporate Governance Code we consider to be relevant to the further education sector and best practice.

In the opinion of the Governors, the College complies with all the provisions of the Code in so far as they apply to the Further Education Sector, and it has complied throughout the year ended 31st July 2021.

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.

The College is satisfied that it has had due regard for the Charity Commission's guidance on public benefit. Professional fundraisers and commercial participators do not carry out fundraising activities for the College.

In carrying out its responsibilities, it takes full account of the Code of Good for Governance English Colleges issued by the Association of Colleges in March 2015, which it formally adopted in July 2015 and the Accountability annex to the foundation code that was issued in March 2013 and adopted by the College in July 2014.

The College is an exempt charity within the meaning of Part 3 of the Charities Act 2011. The Board - who are also the Trustees for the purposes of the charities Act 2011 - can 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.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (Continued)

The Board

Membership and members' respective Board and sub-committee attendance for the Year was as follows:

Member	Date Appointed	Office Term	Date Resigned	Status of Appointment	Committees Served and Attendance	Board Attendance %
Dr Chris Ball	03/04/2020	4 Years		Member	Audit – 67% Standards & Performance – 100%	75%
Mrs G. Brennan	01/09/2019	4 Years		Member	Audit – 67%	50%
Mr A. Fawcett (Vice Chair)	01/09/2019	4 Years		Member	Chair of Audit - 100% Search & Governance – 100% Standards & Performance - 100% Remuneration – 100%	100%
Mrs K. Flood	01/09/2019	4 Years		Member	Resources - 100%	100%
Mr D. Haslam	21/03/2019	4 Years	06/09/2021	Staff Member	Standards & Performance – 100%	100%
Dr K. Kandadi	01/10/2019	4 Years	09/02/2021	Member nominated by University of Bolton		100%
Mr. L Jones	03/04/2020	2 Years	02/04/2021	Student Member	Standards & Performance – 0%	0%
Dr S. Lomax	01/09/2019	4 Years		Member	Standards & Performance - 100%	100%
Ms S. Nixon	01/09/2019	4 Years		Member	Audit – 100%	75%
Mr R. Peet	01/09/2019	4 Years	29/06/2021	Member	Search & Governance – 0%	0%
Dr A. Roberts (Chair)	01/09/2019	4 Years		Member nominated by University of Bolton	Search & Governance – 100% Resources – 100% Remuneration – 100%	100%
Baroness Sayeeda Warsi	20/04/2021	4 Years		Member nominated by University of Bolton		50%
Mr W. Webster	12/02/2020			Principal/Chief Executive	Search & Governance – 100% Standards & Performance - 100% Resources – 100% Remuneration – 100%	100%
Prof G. Holmes	01/09/2019	Ex-Officio		Member nominated by University of Bolton	Resources – 100% Remuneration – 100% Search & Governance – 100%	100%
Mr T. Unsworth	01/09/2019	4 Years		Member nominated by University of Bolton	Resources – 100%	100%
Dr G. Waugh	01/09/2019	4 Years		Member nominated by University of Bolton	Standards & Performance – 100%	100%
Mrs R. Davison	10/02/2020	4 Years		Staff Member	Standards & Performance – 100%	100%
Mr J. Losasa	20/12/2019	2 Years	29/06/2021	Student Member	Standards & Performance – 25%	50%
Mr A Brooks	17/11/2020	4 Years		Member nominated by University of Bolton		67%
Mr F. Farooq	20/04/2021	2 Years		Student Member	Standards & Performance – 0%	50%
Average attendance						72.5%
Ms. D. Bradburn is Clerk to the Board.						

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

The Board (continued)

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

The Board 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 Board normally meets four times per year.

The Board conducts its business through a number of committees. Each committee has terms of reference, which have been approved by the Board. Board meetings are supported by the Audit, Resources, Search & Governance, Standards and Performance and Remuneration committees. Full minutes of all meetings, except those deemed to be confidential by the Board, are available from the Clerk to the Board at:

Bolton College,
Deane Road Campus,
Deane Road
Bolton,
BL3 5BG

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

All Governors are able to take independent professional advice in furtherance of their duties at the College's expense and have access to the Clerk to the Board, who is responsible to the Board for ensuring that all applicable procedures and regulations are complied with. The appointment, evaluation and removal of the Clerk are matters for the Board 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 Board has a strong and independent non-executive element and no individual or group dominates its decision-making process. The Board 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 of the Board and Principal are separate.

Appointments to the Board

Any new appointments to the Board are a matter for the consideration of the Board as a whole. The Board has a Search & Governance Committee comprising the Chair, the Principal and two other Governors, which is responsible for the selection and nomination of any new member for the Board's consideration. The Board is responsible for ensuring that appropriate training is provided as required.

Members of the Board are appointed for a term of office not exceeding 4 Years.

Board Performance

There is an annual schedule of meetings during the Year and all meetings were quorate. The annual schedule of meetings covers all statutory requirements. An annual skills audit seeks to maintain the balance of skills, experience and expertise of Governors and Governors make an annual declaration of the eligibility to serve as governors and complete an annual register of interest. There is a standing item on all agendas covering declarations of interest. Progress on implementation of actions from each meeting is reported and monitored at subsequent meetings. The Board also undertakes an annual self-assessment review.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

Remuneration Committee

Throughout the year ended 31 July 2021, the College's Remuneration Committee comprised the Chair, the Vice Chair and two other members. The Committee's responsibilities are to make recommendations to the Board on the remuneration and benefits of the Principal, one other senior post-holder and the Clerk.

Details of remuneration for the Year ended 31 July 2021 are set out in note 7 to the Financial Statements.

Audit Committee

The Audit Committee comprises four members of the Board (excluding the Chair, the Principal and members of the Resources) – one of whom is a finance/audit specialist. The Committee operates in accordance with written terms of reference approved by the Board and based on the Post 16 Audit Code of Practice.

The Audit Committee meets 3 times per year 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 findings to management and the Audit Committee.

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

The Audit Committee also advises the Board 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 Board.

Internal Control

Scope of responsibility

The Board 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 Board 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 he is personally responsible, in accordance with the responsibilities assigned to him in the Financial Memorandum between the College and the ESFA. He is also responsible for reporting to the Board any material weaknesses or break-downs 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 Bolton College for the year ended 31 July 2021 and at the legacy College up to the date of approval of the annual reports and accounts in the new designated institute.

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

Capacity to handle risk

The Board 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 Board 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 year ended 31 July 2021 and at the legacy College up to the date of approval of the annual reports and accounts in the new designated institute. This process is regularly reviewed by the Board.

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 Board;
- regular reviews by the Board of periodic and annual financial reports which indicate financial performance against forecasts;
- setting targets to measure financial and other performance;
- clearly defined capital investment control guidelines; and
- the adoption of formal project management disciplines, where appropriate.

The College employs internal audit service providers, which operate in accordance with the ESFA's Post 16 Audit Code of Practice. 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 Board on the recommendation of the Audit Committee. At minimum annually, the internal audit service providers supply the Board with a report on internal audit activity in the College. The report includes their independent opinion on the adequacy and effectiveness of the College's system of risk management, controls and governance processes.

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; and
- comments made by the College's financial statements auditors and the regularity auditors in their management letters and other reports.

The Accounting Officer has been advised on the implications of the result of his 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 to ensure continuous improvement of the system is in place.

The senior management team receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms, which are embedded within the departments and reinforced by risk awareness training. The senior management team and Audit

STATEMENT OF CORPORATE GOVERNANCE AND INTERNAL CONTROL (continued)

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 Board agenda includes a regular item for consideration of risk and control and receives reports thereon from the senior management team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception.

At its November 2021 meeting the Board carried out the annual assessment for the year ended 31st July 2021 by considering documentation from the senior management team and internal audit, taking account of events since 31 July 2021.

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

Approved by order of the members of the Board of Bolton College on 9th November 2021 and signed on its behalf by:



Dr A Roberts
Chair of the Board



Mr W Webster
Accounting Officer

STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

The Board has considered its responsibility to notify the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of funding, under the college's grant funding agreement and contracts with ESFA. As part of our consideration we have had due regard to the requirements of the financial memorandum.

We confirm on behalf of the Board, that after due enquiry, and to the best of our knowledge, we are able to identify any material irregular or improper use of funds by the College, or material non-compliance with the terms and conditions of funding under the College's grant funding agreement and contracts with ESFA.

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



Dr A Roberts
Chair of the Board

Date: 9th November 2021



Mr W Webster
Accounting Officer

Date: 9th November 2021

STATEMENT OF THE RESPONSIBILITIES OF THE MEMBERS OF THE BOARD

The members of the Board, as charity trustees, are required to present audited financial statements for each financial Year.

Within the terms and conditions of the college's grant funding agreements and contracts with ESFA, the Board – through its accounting officer – is required to prepare financial statements and an operating and financial review for each financial year in accordance with the 2019 Statement of Recommended Practice – Accounting for Further and Higher Education, ESFA's college accounts direction and the UK's Generally Accepted Accounting Practice, and which give a true and fair view of the state of affairs of the college and its surplus / deficit of income over expenditure for that Year.

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

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare financial statements on the going concern basis unless it is inappropriate to assume that the college will continue in operation.

The Board is also required to prepare a Report of the Governing Body which describes what it is seeking to do and how it is going about it, including the legal and administrative status of the College.

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

The Board is responsible for the maintenance and integrity of the College website. The work carried out by the auditors does not involve consideration of these matters and, accordingly, the 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 other jurisdictions.

Members of the Board are responsible for ensuring that expenditure and income are applied for the purposes intended by Parliament and that the financial transactions conform to the authorities that govern them. In addition they are responsible for ensuring that funds from the ESFA are used only in accordance with the grant funding agreement and contracts with ESFA and any other conditions that may be prescribed from time to time. Members of the Board 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 Board are responsible for securing economical, efficient and effective management of the College's resources and expenditure, so that the benefits that should be derived from the application of public funds from the funding bodies are not put at risk.

Approved by order of the members of the Board of Bolton College on 9th November 2021 and signed on its behalf by:



Dr A Roberts
Chair of the Board

BOLTON COLLEGE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2021

Independent auditor's report to the Board of Bolton College on the audit of the financial statements

Report on the audit of the financial statements

Opinion on financial statements

We have audited the financial statements of Bolton College Limited, a Designated Institution under the Further and Higher Education Act 1992, for the period ended 31 July 2021, which comprise the Statement of Comprehensive Income, the Statement of Changes in Reserves, the Balance Sheet, the Statement of Cash Flows, and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the College's affairs as 31 July 2021 and of its results for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and the Statement of Recommended Practice – Accounting for Further and Higher Education (2019); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 audit opinion.

Conclusions relating to going concern

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

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

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

Other information

The Board of the College are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditor's Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

BOLTON COLLEGE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2021

Opinion on other matters prescribed by the Companies Act 2006 and by the Post 16 Audit Code of Practice issued by the Education and Skills Funding Agency

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

- the information given in the Report of the Governing Body (incorporating the Strategic Report) for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Governing Body (incorporating the Strategic Report) has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the College and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Governing Body (incorporating the Strategic Report).

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Post 16 Audit Code of Practice issued by the Education and Skills Funding Agency require us to report to you if, in our opinion:

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

Responsibilities of the Board of the College

As explained more fully in the Statement of Responsibilities Statement of The Members of the Board on page 23 the Board of the College 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 Board of the College 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 Board of the College are responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of the College either intend to liquidate 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 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. The description forms part of our Auditor's Report.

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 and on the FRC's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the company, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures

BOLTON COLLEGE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2021

responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the company that were contrary to applicable laws and regulations, including fraud.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including 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 company through discussions with directors and other management, and from our knowledge and experience of the College 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 company, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, environmental and 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.

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 meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC and the company's legal advisors.

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

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

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

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

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Use of our report

This report is made solely to the College's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the College's members, as a body, 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 College's members, as a body, for our audit work, for this report, or for the opinions we have formed.

BOLTON COLLEGE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2021

Nick Bennett

Nick Bennett (Senior Statutory Auditor)
for and on behalf of
Azets Audit Services, Statutory Auditor
Exchange Place
3 Semple Street
Edinburgh
EH3 8BL

Date: *19 November 2021*

Reporting accountant's assurance report on regularity

To the Board of Bolton College, a Designated Institution in Further Education (Company number 1198091) ("the College") and Secretary of State for Education acting through the Department for Education and Skills Funding Agency ("ESFA").

In accordance with the terms of our engagement letter dated 21/10/2020 and further to the requirements and conditions of funding in the ESFA's grant funding agreements and contracts, or those of any other public funder, we have carried out an engagement to obtain limited assurance about whether anything has come to our attention that would suggest, in all material respects, the expenditure disbursed and income received by Bolton College during the period 1 August 2020 to 31 July 2021 have not been applied to the purposes identified by Parliament and the financial transactions do not conform to the authorities which govern them.

The framework that has been applied is set out in the post-16 audit code of practice (the Code) issued by the ESFA and in any relevant conditions of funding concerning adult education notified by a relevant funder. In line with this framework, our work has specifically not considered income received from the main funding grants generated through the Individualised Learner Record data returns, for which the ESFA or devolved authority has other assurance arrangements in place.

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

Respective responsibilities of Bolton College and the reporting accountant

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

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Code. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received, during the period 1 August 2020 to 31 July 2021 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Code issued by the ESFA. We performed a limited assurance engagement as defined in that framework.

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

BOLTON COLLEGE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 2021

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 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 the Legacy College's activities;
- evaluation of the processes and controls established and maintained in respect of regularity and propriety for the use of public funds through observation of the arrangements in place and enquiries of management;
- consideration and corroboration of the evidence supporting the Accounting Officer's statement on regularity, propriety and compliance and that included in the self-assessment questionnaire (SAQ); and
- limited testing, on a sample basis, of income and expenditure for the areas identified as high risk and included on the SAQ.

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 2020 to 31 July 2021 has not been applied to purposes intended by Parliament, and the financial transactions do not conform to the authorities that govern them.

Azets Audit Services

Azets Audit Services
Exchange Place
3 Semple Street
Edinburgh
EH3 8BL

Date: *19 November 2021*

Bolton College
Statement of Comprehensive Income

	Notes	Period ended 31 July 2021	Period ended 31 July 2020
		£'000	£'000
INCOME			
Funding body grants	2	23,084	22,288
Tuition fees and education contracts	3	2,931	3,403
Other grants and contracts	4	7	7
Other income	5	791	1,360
Endowment and investment income	6	0	4
Total income		26,813	27,062
EXPENDITURE			
Staff costs	7	19,353	18,793
Other operating expenses	8	4,638	4,984
Impairment charge in respect of Land and Buildings	12	-	-
Depreciation	11/12	2,489	2,686
Interest and other finance costs	9	881	1,586
Total expenditure		27,361	28,049
(Deficit) before other gains and losses		(548)	(987)
Profit/(Loss) on disposal of assets		-	10
Loss on transfer of assets		-	-
(Deficit) before tax		(548)	(977)
Taxation	10	-	-
(Deficit) for the period		(548)	(977)
Actuarial gain/(loss) in respect of pensions schemes	24	3,089	(4,146)
Revaluation Reserve comprehensive income for the period		-	-
Total Comprehensive Income for the period		2,541	(5,123)

The accompanying notes form part of the financial statements.

Bolton College
Statement of Changes in Reserves

	Income and Expenditure Account £'000	Trust Fund Reserve £'000	Revaluation Reserve £'000	Total £'000
Balance at 1 August 2020	(15,430)	10	4,809	(10,611)
Deficit from the income and expenditure account	(548)			(548)
Other comprehensive income	3,089	-		3,089
Transfers between revaluation and income and expenditure reserves	-	-	-	-
Total Comprehensive Income for the period	2,541	-	-	2,541
Balance at 31 July 2021	<u>(12,889)</u>	<u>10</u>	<u>4,809</u>	<u>(8,070)</u>

The accompanying notes form part of the financial statements.

Bolton College
Balance Sheet as at 31 July
Company Number - 11198091

	Notes	2021 £'000	2020 £'000
Fixed Assets			
Intangible assets	11	358	303
Tangible fixed assets	12	51,173	52,125
		<u>51,531</u>	<u>52,428</u>
Current Assets			
Stocks		79	21
Trade and other receivables	13	1,614	1,006
Investments	14	1	1
Cash and cash equivalents	20	4,824	2,539
		<u>6,518</u>	<u>3,567</u>
Less: Creditors – amounts falling due within one year	15	(5,578)	(3,543)
Net Current Assets / (Liabilities)		<u>940</u>	<u>24</u>
Total Assets less Current Liabilities		52,471	52,452
Less: Creditors – amounts falling due after more than one year	16	(42,332)	(43,408)
Provisions			
Defined benefit obligations	24	(15,120)	(16,388)
Other provisions	19	(3,089)	(3,267)
Total Net Liabilities		<u>(8,070)</u>	<u>(10,611)</u>
Unrestricted Reserves			
Income and expenditure account		(12,889)	(15,430)
Trust fund reserve		10	10
Revaluation reserve		4,809	4,809
		<u>(8,070)</u>	<u>(10,611)</u>

The accompanying notes form part of the financial statements.

The financial statements on pages 28 to 52 were approved and authorised for issue by the Board on 9th November 2021 and were signed on its behalf on that date by:



Dr A Roberts
Chair of the Board



Mr W Webster
Accounting Officer
Principal and Chief Executive

Bolton College
Statement of Cash Flows

	Notes	2021 £'000	2020 £'000
Cash inflow from operating activities			
Deficit for the period		(548)	(977)
Adjustment for non cash items			
Depreciation		2,489	2,686
Increase in stocks		(58)	-
(Increase)/decrease in debtors		(608)	905
Increase/(decrease) in creditors due within one year		2,036	(287)
(Decrease) in creditors due after one year		(661)	(1,781)
(Decrease)/increase in provisions		(178)	389
Pensions costs less contributions payable		1,821	1,165
Adjustment for investing or financing activities			
Investment income		-	(4)
Interest payable		600	637
(Profit) on sale of fixed assets		-	(10)
Net cash flow from operating activities		4,893	2,723
Cash flows from investing activities			
Proceeds from sale of fixed assets		-	10
Investment income		-	4
Payments made to acquire fixed assets		(1,593)	(420)
		(1,593)	(406)
Cash flows from financing activities			
Interest payable		(600)	(637)
Repayments of amounts borrowed		(415)	(391)
Repayments of amounts borrowed		(1,015)	(1,028)
Increase in cash and cash equivalents in the period		2,285	1,289
Cash and cash equivalents at end of the period	20	4,824	2,539

Notes to the Financial Statements

1. Accounting Policies

Statement of Accounting Policies

The following accounting policies have been applied consistently, in so far as applicable given the basis of preparation adopted, in dealing with items which are considered material in relation to the financial statements.

Legal Status

On 1 August 2018, Bolton College merged with the University of Bolton – and Bolton College is a wholly owned subsidiary of the University of Bolton. Bolton College is a Designated Institution in Further Education and a company limited by guarantee (Company Number 11198091) registered in England and under The Further and Higher Education Act 1992, the College is an exempt charity for the purposes of the Charities Act.

Basis of Preparation

These financial statements have been prepared in accordance with *the Statement of Recommended Practice: Accounting in Further and Higher Education 2019* (the 2019 FE HE SORP), *the Accounts Direction for the 2016 to 2017 financial statements* and in accordance with Financial Reporting Standard 102 "*The Financial Reporting Standard Applicable in the United Kingdom and Republic of Ireland*" (FRS102). The College is a public benefit entity and has therefore applied the relevant public benefit requirements of FRS102.

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

The financial statements are prepared in £ sterling.

The financial statements are prepared in accordance with the historical cost convention.

The activities of the College, together with the factors likely to affect its future development and performance are set out in the Report of the Governing Body. The financial position of the College, its cashflow, liquidity and borrowings are described in the Financial Statements and accompanying Notes.

The College primarily meets its day to day working capital requirements through grant funding receivable from the ESFA, along with long-term debt from Barclays Bank plc. The College has a long term loan outstanding of £9.141m with bankers on revised terms from 1 August 2018. Presently the terms are until repayment in 2035.

Recognition of Income

Revenue Grant Funding

Government revenue grants include funding body recurrent grants and other grants and are accounted for under the accrual model as permitted by FRS 102. Funding body recurrent grants are measured in line with best estimates for the period of what is receivable and depend on the particular income stream involved. Any under 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 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. The recurrent grant from HEFCE represents the funding allocations attributable to the current financial year and is credited direct to the Statement of Comprehensive Income. Grants (including research 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.

1. Accounting Policies (continued)

Capital Grant Funding

Government capital grants are capitalised, held as deferred income and recognised in income over the expected useful life of the asset, under the accrual method as permitted by FRS 102. Other capital grants are recognised in income when the College is entitled to the funds subject to any related conditions being met.

Fee Income

Income from tuition fees is stated gross of any expenditure which is not a discount and is recognised in the period for which it is received.

Investment Income

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

Post-Retirement Benefits

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

Teachers' Pension Scheme

The TPS is an unfunded scheme. Contributions to the TPS are calculated so as to spread the cost of pensions over employees' working lives with the College in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by qualified actuaries on the basis of valuations using a prospective benefit method. The TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution plan and the contributions recognised as an expense in the income statement in the periods during which services are rendered by employees.

Greater Manchester 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 period 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.

Enhanced Pensions

The actual cost of any enhanced ongoing pension to a former member of staff is paid by the college annually. An estimate of the expected future cost of any enhancement to the ongoing pension of a former member of staff is charged in full to the College's income and expenditure account in the year that the member of staff retires. In subsequent years a charge is made to provisions in the balance sheet using the enhanced pension spreadsheet provided by the funding bodies.

1. Accounting Policies (continued)

Intangible Assets

Intangible assets are initially recognised at cost and amortised over useful economic life of no more than 3 years. Adjustments may be made to the asset value should a business combination occur. At each reporting date the College will assess whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined which is the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount. If such indication exists, an impairment loss will be recognised.

Tangible Fixed Assets

Fixed assets are stated at deemed cost less accumulated depreciation and accumulated impairment losses. Certain items of fixed assets that had been revalued to fair value on or prior to the date of transition to the 2019 FE HE SORP, are measured on the basis of deemed cost, being the revalued amount at the date of that revaluation. Where parts of a fixed asset have different useful lives, they are accounted for as separate items of fixed assets.

Land and Buildings

Land and buildings are measured using the revaluation model. Under the revaluation model, assets are revalued to fair value. As a subsidiary of the University of Bolton, Bolton College has a policy aligned to the University to ensure a full revaluation takes place at least every 5 years such that the fair value is not materially different to the current value. Depreciation and impairment losses are subsequently charged on the revalued amount. Costs incurred in relation to land and buildings after initial purchase or construction, and prior to valuation, are capitalised to the extent that they increase the expected future benefits to the College. Freehold land is not depreciated as it is considered to have an indefinite useful life. Freehold buildings are depreciated on a straight line basis over their expected economic life to the College of up to 50 years. No depreciation is charged on assets in the course of construction.

Impairment of Assets

The College has not impaired assets during 2020/21. Where/when possible the Estate was fully utilised as face-to-face classes and assessments were held, thus a 'normal' classroom experience was delivered to Learners. Where remote learning was the delivery method lecturers were classroom based (even though students were logged in remotely). Furthermore, the estate has been depreciated in accordance with the valuer's estimate of the assets and useful economic lives. Maintenance, repairs and refurbishments were carried out as normal throughout the year. Accordingly there are no 'physical' reasons to impair any part of the estate. As a subsidiary of the University of Bolton, Bolton College has a policy aligned to the University to ensure a full professional RICs accredited revaluation takes place at least every 5 years. The next revaluation is in 2022/23.

Equipment

Equipment costing less than £500 per individual item, £250 in the case of IT related equipment, is written off to the income and expenditure account in the period of acquisition. All other equipment is capitalised at cost.

All assets are depreciated over their useful economic life as follows:

- | | | |
|--|---|------------------------|
| • Furniture and fittings | - | between 5 and 10 years |
| • Motor vehicles and general equipment | - | between 3 and 10 years |
| • Computer equipment | - | between 3 and 10 years |

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

Borrowing Costs

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

Financial Instruments

Financial instruments are recognised in the Balance Sheet and are classified as 'basic' in accordance with Chapter 11 of FRS102. All of the College's financial instruments are initially measured at transaction price.

1. Accounting Policies (continued)

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. Any lease premiums or incentives are spread over the minimum lease term.

Leasing agreements which transfer to the College substantially all the benefits and risks of ownership of an asset are treated as finance leases.

Minimum lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charges are allocated over the period of the lease in proportion to the capital element outstanding.

Inventories

Inventories are stated at the lower of their cost and net realisable value, being selling price less costs to complete and sell. Where necessary, provision is made for obsolete, slow moving and defective stocks.

Foreign currency translation

Transactions denominated in foreign currencies are recorded using the rate of exchange ruling at the date of transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rates of exchange ruling at the end of the financial period with all the resulting exchange differences being taken to the income and expenditure account in the period in which they arise.

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 a minor element of 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. Since Merger, the College has been in a VAT Group with the University of Bolton.

Cash and Cash Equivalents

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

Provisions and Contingent Liabilities

Provisions are recognised when the College has a present legal or constructive obligation as a result of a past event, it is probable that a transfer of economic benefit will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value using a pre-tax discount rate. The unwinding of the discount is recognised as a finance cost in the statement of comprehensive income in the period it arises. A contingent liability arises from a past event that gives the College a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the College. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably. Contingent liabilities are not recognised in the balance sheet but are disclosed in the notes to the financial statements.

1. Accounting Policies (continued)

Agency arrangements

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

Judgements in applying accounting policies and key sources of estimation uncertainty

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

- Determine whether there are indicators of impairment of the College'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

- *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 24 will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 July 2020. 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.

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

25 Related party transactions

Owing to the nature of the College's operations and the composition of the board of governors being drawn from local public and private sector organisations, it is inevitable that transactions will take place with organisations in which a member of the board of governors may have an interest. All transactions involving such organisations are conducted and in accordance with the College's financial regulations and normal procurement procedures.

The total expenses paid to or on behalf of the Governors during the period was £Nil. No Governor has received any remuneration or waived payments from the College or its subsidiaries during the period.

Pennine Telecom Limited - a company in which Dr A J Roberts, Chair is Managing Director.

Transactions totalling £65,507 relating to the maintenance of IT infrastructure. An amount of £638 was outstanding at the period end.

Alliance Learning Training Limited - a company in which Dr K R Kandadi is a Director.

Transactions totalling £34,095 relating to apprenticeship training. No amounts were outstanding at the period end.

Greater Manchester Learning Provider Network - a company in which Mr A Fawcett, Vice-Chair is an employee. There were no transactions during the year and no amounts were outstanding at the period end.

The University of Bolton - Parent Company. Transactions totalling £565,834. An amount of £459,094 was outstanding at the period end.

26 Amounts disbursed as agent

Learner support funds

	2021 £'000	2020 £'000
Funding body grants	474	394
Supplementary LSF awarded in year		
Other Funding body grants		
Interest earned	-	-
	<u>474</u>	<u>394</u>
Disbursed to students	(206)	(184)
Disbursed to employers		
Administration costs	(19)	(16)
Balance unspent as at 31 July, included in creditors	<u>249</u>	<u>194</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.

27 Ultimate Parent Company

Bolton College is a subsidiary of the University of Bolton by way of control. The University of Bolton is the Ultimate Parent Entity and incorporate Bolton College in its consolidated financial statements. A copy of these financial statements can be obtained from Deane Road Campus, Bolton.

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****2 Funding body grants**

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Recurrent grants		
Education and Skills Funding Agency - adult	5,414	5,561
Education and Skills Funding Agency – 16-19	13,303	11,843
Education and Skills Funding Agency - apprenticeships	1,866	2,126
Higher Education Funding Council	-	154
Special Grants		
Education and Skills Funding Agency	1,086	977
Releases of government capital grants	1,415	1,627
Total	23,084	22,288

3 Tuition fees and education contracts

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Adult education fees	806	804
Apprenticeship fees and contracts	48	33
Fees for FE loan supported courses	602	736
Fees for HE loan supported courses	488	455
Total tuition fees	1,944	2,028
Education contracts	987	1,375
Total	2,931	3,403

4 Other grants and contracts

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Other grants and contracts	7	7
Total	7	7

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****5 Other income**

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Catering and residences	-	5
Other income generating activities	20	48
Other grant income	312	178
Miscellaneous income	<u>459</u>	<u>1,129</u>
Total	<u>791</u>	<u>1,360</u>

6 Investment income

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Other interest receivable	<u>0</u>	<u>4</u>

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****7 Staff costs - College**

The average number of persons (including key management personnel) employed by the College during the period, described as full-time equivalents, was:

	2021 No.	2020 No.
Teaching staff	166	160
Non teaching staff	277	281
	<u>443</u>	<u>441</u>
Staff costs for the above persons		
	2021 £'000	2020 £'000
Wages and salaries	11,993	11,956
Social security costs	940	1,013
Other pension costs	3,995	3,256
Payroll sub total	16,928	16,225
Contracted out staffing services	2,425	2,568
	<u>19,353</u>	<u>18,793</u>
Restructuring costs - non contractual	-	-
	<u>19,353</u>	<u>18,793</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 Senior Management Team which comprises the Principal, Deputy Principal and Directors of Curriculum and Support Services of the College. There was no compensation paid to key management personnel for loss of office.

Emoluments of key management personnel, accounting officer and other higher paid staff:

	2021 No	2020 No
	<u>9</u>	<u>8</u>

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****7 Staff costs - College (continued)**

The number of key management personnel and other staff who received annual emoluments, excluding pension contributions but including benefits in kind, on a headcount basis, in the following ranges was:

	Key management personnel 2021 No.	Key management personnel 2020 No.
£55,001 to £60,000	6	5
£60,001 to £65,000	1	1
£65,001 to £70,000	1	1
£70,001 to £75,000	1	1
	<u>1</u>	<u>1</u>
	<u>9</u>	<u>8</u>

No other staff other than key management personnel earn remuneration greater than £50,000

Key management personnel compensation is made up as follows:

	2021 £'000	2020 £'000
Salaries	650	622
Employers National Insurance	73	76
Benefits in kind	-	-
	<u>723</u>	<u>698</u>
Pension contributions	<u>150</u>	<u>131</u>
Total emoluments	<u>873</u>	<u>829</u>

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

The above emoluments includes two Senior Postholders.

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****7 Staff costs - College (continued)****Senior Post-holders Remuneration**

The Remuneration Committee of the Board considers the remuneration of the Senior Post-holders to be value and linked to the individuals' performance. Remuneration for the two Senior Post-holders is considered to be in keeping with local and national benchmarks for the similar posts in the College Sector.

	2021
	£'000
Salaries - W. Webster	150
Salaries - M. Burgoyne	93
Benefits in kind - W. Webster	-
Benefits in kind - M. Burgoyne	-
	<hr/>
	243
	<hr/>
Pension Contributions - W. Webster	34
Pension Contributions - M. Burgoyne	22
	<hr/>
	56
	<hr/>

The members of the Board - other than the Accounting Officer and the staff member - did not receive any payment from the institution other than the reimbursement of travel and subsistence expenses incurred in the course of their duties.

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

	2021
	£'000
Principal and CEO's total remuneration as a multiple of the median of all staff	5.0
Principal's basic salary as a multiple of the median of all staff	4.8

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****8 Other operating expenses**

	Period ended 31 July 2021	Period ended 31 July 2020
	£'000	£'000
Teaching costs	512	456
Non teaching costs	3,045	3,299
Premises costs	1,081	1,229
	<u>4,638</u>	<u>4,984</u>

	Period ended 31 July 2021	Period ended 31 July 2020
--	------------------------------	------------------------------

Other operating expenses include:

	£'000	£'000
Auditors' remuneration:		
Financial statements audit	25	23
Other Services from external auditors:		
All other assurance services	14	-
Internal audit	30	28
Other services provided by the financial statements auditors	-	4
Other services provided by the internal auditors	-	-
Hire of assets under operating leases	64	77

9 Interest payable

	2021 £'000	2020 £'000
On bank loans, overdrafts and other loans:	<u>600</u>	<u>637</u>
	600	637
Interest on enhanced pension provision (note 19)	40	704
Pension finance costs (note 25)	<u>241</u>	<u>245</u>
Total	<u>881</u>	<u>1,586</u>

10 Taxation

	2021 £'000	2020 £'000
United Kingdom Corporation Tax	<u>-</u>	<u>-</u>

The College is an exempt charity and therefore outside the scope of corporation tax on its charitable activities.

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

11 Intangible Fixed Assets	2021	2020
	£'000	£'000
Cost		
At 1 August	354	152
Additions	173	202
At 31 July	<u>527</u>	<u>354</u>
Amortisation		
At 1 August	51	-
Amortised in year	118	51
At 31 July	<u>169</u>	<u>51</u>
NBV at 31 July 2021	<u>358</u>	<u>303</u>

The College has created an Intangible Asset - having significantly invested in the development of a pioneering Chatbot called Ada. With ambitions to commercialise Ada, the College has signed a NDA with a multi-national PLC to develop and market Ada further within all spheres of Education nationally and internationally. Ada earned a top prize for the most effective use of technology at the AOC Beacon Awards in March 2019. Bolton College is one of the first UK colleges to have introduced a Chatbot which uses artificial intelligence to answer more than 1,000 queries each day from students and staff. Ada has increased learner retention, reduced teacher workload and bureaucracy, increased mental wellbeing and enhanced support for visually impaired students.

12 Tangible Fixed Assets	Land and buildings Freehold	Equipment	Total
	£'000	£'000	£'000
Cost or valuation			
At 1 August 2020	52,748	2,869	55,617
Additions	-	1,419	1,419
Prior Year Adjustment	672	(672)	-
At 31 July 2021	<u>53,420</u>	<u>3,616</u>	<u>57,036</u>
Depreciation and impairment			
At 1 August 2020	2,526	966	3,492
Charge for the year	1,813	558	2,371
Elimination in respect of disposals	-	-	-
Prior Year Adjustment	42	(42)	-
At 31 July 2021	<u>4,381</u>	<u>1,482</u>	<u>5,863</u>
Net book value at 31 July 2021	<u>49,039</u>	<u>2,134</u>	<u>51,173</u>
Net book value at 31 July 2020	<u>50,222</u>	<u>1,903</u>	<u>52,125</u>

Prior Year Adjustment - during the Regulatory Audit it was noted that the classification of the NBV at 31 July 2020 was incorrect, and this is subsequently adjusted above.

Tangible Assets were revalued as at 31 July 2019 - with Land valued at £1,640k and Buildings at £48,840k. The valuation was carried out by M J Scholey, BSc MRICS on 8th July 2019.

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****13 Trade and other receivables**

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Amounts falling due within one year:		
Trade receivables	952	335
Prepayments and accrued income	533	480
Other debtors	2	2
Amounts owed by the ESFA	127	189
Amounts owed by University of Bolton	-	-
Total	1,614	1,006
Amounts falling due after one year:		
Other debtors	-	-
Total	1,614	1,006

14 Current investments

	Period ended 31 July 2021 £'000	Period ended 31 July 2020 £'000
Trust Fund Investments	1	1

Trust fund investments relate to investments held in trust to provide annual prizes for students.

15 Creditors: amounts falling due within one year

	2021 £'000	2020 £'000
Bank loans (note 18)	437	415
Trade payables	26	231
Fixed Asset Creditor	149	-
Other taxation and social security	510	230
Accruals and deferred income	1,507	1,015
Deferred income - government capital grants	1,481	1,376
Amounts owed to the ESFA	1,390	271
Amounts owed to University of Bolton	78	5
Total	5,578	3,543

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****16 Creditors: amounts falling due after one year**

	2021	2020
	£'000	£'000
Bank loans (note 18)	8,704	9,141
Deferred income - government capital grants	33,628	34,267
Total	<u>42,332</u>	<u>43,408</u>

17 Financial Assets and Liabilities

	2021	2020
	£'000	£'000
Financial Assets measured at amortised cost	<u>5,905</u>	<u>3,066</u>
Financial Liabilities measured at amortised cost	<u>11,625</u>	<u>10,988</u>

Financial assets measured at amortised costs comprise cash and cash equivalents and trade receivables, other debtors and amounts due from the ESFA

Financial liabilities measured at amortised cost comprise bank loans, trade and other creditors, accruals and amounts due to the ESFA

18 Maturity of debt**Bank loans and overdrafts**

Bank loans and overdrafts are repayable as follows:

	Period ended 31 July 2021	Period ended 31 July 2020
	£'000	£'000
In one year or less	437	415
Between one and two years	455	437
Between two and five years	1,534	1,450
In five years or more	6,715	7,254
Total	<u>9,141</u>	<u>9,556</u>

The College had a secured facility with Barclays to finance the Deane Road campus building. This was a long term facility of £12.651m. As a result of the merger with the University of Bolton, the College and Barclays Bank agreed to a novation of the loan. The terms and covenants have therefore been revised from 1 August 2018 - and the University of Bolton has provided a parental guarantee on the new loan. The outstanding loan of £9,141k will be repaid by 2035.

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

19 Provisions

	Enhanced pensions	Other	Total
	£'000	£'000	£'000
At 1 August 2020	3,267	-	3,267
Expenditure in the period	(218)	-	(218)
Transferred from income and expenditure	40		40
At 31 July 2021	3,089	-	3,089

The enhanced pension provision relates to the cost of staff who have already left the College's employ and commitments for reorganisation costs from which the College cannot reasonably withdraw at the balance sheet date. This provision has been recalculated in accordance with guidance issued by the funding bodies.

The principal assumptions for this calculation are:

	2021	2020
Price inflation	2.85%	2.20%
Discount rate	1.60%	1.40%

20 Cash and cash equivalents

	At 1 August 2020	Cash flows	Other changes	At 31 July 2021
	£'000	£'000	£'000	£'000
Cash and cash equivalents	2,539	2,285	-	4,824
Overdrafts	-	-	-	-
Total	2,539	2,285	-	4,824

21 Capital commitments

	2021 £'000	2020 £'000
Commitments contracted for at 31 July	-	-

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

22 Lease Obligations

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

	2021 £'000	2020 £'000
Not later than one year	50	104
Later than one year and not later than five years	178	101
Later than five years	7	-
	<u>235</u>	<u>205</u>

23 Contingent liabilities

At the time of signing its accounts, the College is in discussion/negotiation over a funding/contract value which may result in additional activity/cost in 2021/22. At this time it is not possible to quantify the resources/obligation that may be required. As the financial effect of this cannot be reliably estimated at this stage there is no recognition in the Balance Sheet as at 31 July 2021.

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

24 Defined benefit obligations

The College's employees belong to two principal post-employment benefit plans: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff, and the Greater Manchester Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Tameside Metropolitan Borough Council. Both are multi-employer defined-benefit plans.

Total pension cost for the period	2021 £'000	2020 £'000
Teachers Pension Scheme: contributions paid	1,189	1,132
Contributions paid	1,270	1,254
FRS 102 (28) charge	<u>1,580</u>	<u>920</u>
Charge to the Statement of Comprehensive Income	2,850	2,174
Enhanced pension charge to Statement of Comprehensive Income	-	-
Total Pension Cost for Period	<u>4,039</u>	<u>3,306</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 2012 and of the LGPS 31 March 2013.

Contributions amounting to £Nil were payable to the scheme and are included in 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 and other educational establishments, including colleges. 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 as at 31 March 2016. The valuation report was published by the Department for Education (the Department) on 5 March 2019. The key results of the valuation are:

- New employer contribution rates were set at 23.68% of pensionable pay (including administration fees of 0.08%) - up from 16.48%;
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218.1 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196.1 billion giving a notional past service deficit of £22.0 billion;
- the rate of real earnings growth is assumed to be 2.2% above CPI. The assumed nominal rate of return is 4.45% (March 2012 - 5.06%)

The new employer contribution rate for the TPS was implemented on 1 September 2019. The cost for 2019/20 and 2020/21 has been met by the DfE - with the Colleges receiving an ESFA grant to cover the cost. The Government has subsequently agreed to continue this grant support for 2020/21 also.

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 period amounted to £1,189k.

Bolton College

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)

24 Defined benefit obligations (continued)

Local Government Pension Scheme

The LGPS is a funded defined-benefit plan, with the assets held in separate funds administered by Tameside Metropolitan Borough Council. The total contribution made for the period ended 31 July 2021 was £1,618,000 of which employer's contributions totalled £1,270,000 and employees' contributions totalled £348,000. The agreed contribution rates for future years are 22.6% for employers and range from 5.5% to 7.5% cent for employees, depending on salary.

Principal Actuarial Assumptions

The following information is based upon a full actuarial valuation of the fund at 31 March 2013 updated to 31 July 2019 by a qualified independent actuary

	At 31 July 2021	At 31 July 2020
Rate of increase in salaries	3.60%	3.00%
Future pensions increases	2.85%	2.20%
Discount rate for scheme liabilities	1.60%	1.40%
Inflation assumption (CPI)	2.85%	2.20%
Commutation of pensions to lump sums Pre April 2008	55%	55%
Commutation of pensions to lump sums Post April 2008	60%	60%

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 2021 years	At 31 July 2020 years
<i>Retiring today</i>		
Males	20.5	20.5
Females	23.3	23.1
<i>Retiring in 20 years</i>		
Males	21.9	22.0
Females	25.3	25.0

The college's share of the assets in the plan at the balance sheet date and the expected rates of return were:

	Long-term rate of return expected at 31 Jul 2021	Fair value at 31 July 2021 £'000	Long-term rate of return expected at 31 Jul 2020	Fair value at 31 July 2020 £'000
Equities	71%	29,182	67%	28,178
Bonds	15%	6,165	18%	7,570
Property	6%	2,466	7%	2,944
Cash	8%	3,288	8%	3,364
		<u>41,101</u>		<u>42,056</u>

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****24 Defined benefit obligations (continued)****Local Government Pension Scheme (Continued)**

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

	2021 £'000	2020 £'000
Fair value of plan assets	49,998	41,101
Present value of plan liabilities	(65,118)	(57,489)
Present value of unfunded liabilities	-	-
Net pensions liability	<u>(15,120)</u>	<u>(16,388)</u>

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

	2021 £'000	2020 £'000
Amounts included in staff costs		
Current service cost	2,832	2,347
Past service cost	18	(173)
	<u>2,850</u>	<u>2,174</u>

Finance Cost	241	245
	<u>241</u>	<u>245</u>

Amounts recognised in Other Comprehensive Income

Return on pension plan assets	7,979	(2,057)
Other Experience	785	4,062
Changes in assumptions underlying the present value of plan liabilities	(5,675)	(6,151)
Amount recognised in Other Comprehensive Income	<u>3,089</u>	<u>(4,146)</u>

Bolton College**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST JULY 2021 (continued)****24 Defined benefit obligations (continued)****Local Government Pension Scheme (Continued)****Movement in net defined benefit liability during the period**

	2021	2020
	£'000	£'000
Deficit in scheme at 1 August	(16,388)	(11,077)
Movement in year:		
Transfer of Pension Liabilities at 1 August 2018	-	-
Current service cost	(2,832)	(2,347)
Employer contributions	1,270	1,254
Past service cost	(18)	173
Net interest on the defined liability	(241)	(245)
Actuarial gain or (loss)	3,089	(4,146)
Net defined benefit liability at 31 July	(15,120)	(16,388)

Asset and Liability Reconciliation

	2021	2020
	£'000	£'000
Changes in the present value of defined benefit obligations		
Defined benefit obligations at start of period	57,489	53,133
Transfer in of scheme obligations at 1 August 2018	-	-
Current Service cost	2,832	2,347
Interest cost	818	1,132
Contributions by Scheme participants	348	351
Changes in Demographic Assumptions	332	998
Changes in financial assumptions	5,343	5,153
Estimated benefits paid	(1,277)	(1,390)
Past Service cost	18	(173)
Other Experience	(785)	(4,062)
Defined benefit obligations at end of period	65,118	57,489

Reconciliation of Assets

	2021	2020
	£'000	£'000
Fair value of plan assets at start of period	41,101	42,056
Transfer in of scheme obligations at 1 August 2018	-	-
Interest on plan assets	577	887
Return on plan assets	7,979	(2,057)
Employer contributions	1,270	1,254
Contributions by Scheme participants	348	351
Estimated benefits paid	(1,277)	(1,390)
Assets at end of period	49,998	41,101

