

DEVON SCHOOLS LEADERSHIP SERVICES CIO
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021



DEVON SCHOOLS LEADERSHIP SERVICES CIO

CONTENTS

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1
Trustees' report	2 - 8
Independent examiner's report	9 - 10
Statement of financial activities	11
Balance sheet	12
Notes to the financial statements	13 - 23

DEVON SCHOOLS LEADERSHIP SERVICES CIO

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2021

Trustees	A Fisher (appointed 30 June 2020) K Hughes (appointed 20 January 2021) H Fox (appointed 17 November 2020) T Briant-Evans (appointed 17 October 2019) G Myles (appointed 20 April 2021) J Bishop, Chair (appointed 17 October 2019) M Shanks (appointed 17 October 2019) S Parsons (appointed 13 July 2021) M Boxall (resigned 20 January 2021) D Chapman (resigned 14 September 2020) P Barretto (resigned 16 November 2020) J Johnson (resigned 31 July 2021) R Haring (resigned 5 May 2021)
Charity registered number	1186756
Principal office	Venture House One Capital Court Bittern Road, Sowton Industrial Estate Exeter Devon EX2 7FW
Key management personnel	C Coates (Business & Operations Manager)
Accountants	Griffin Chartered Accountants Silverdown Office Park Exeter Airport Business Park Exeter EX5 2UX

DEVON SCHOOLS LEADERSHIP SERVICES CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2021

The Trustees present their annual report together with the financial statements of the Charity 'Devon Schools Leadership Services CIO' (DSLSS) for the year 1 September 2020 to 31 August 2021.

Objectives and activities

a. Policies and objectives

The objectives of the Charity are:

"To advance education, for the public benefit, by supporting teaching and learning, leadership and community engagement in schools throughout Devon and South-West England. Specifically, to be met through the provision of relevant training and development to ensure schools have the most effective leadership, pedagogy and support in place for the benefit of children, young people, and families."

These objectives are broken down into the following motivating drivers:

- Be the voice of and support for school leadership in the south-west;
- Become the conduit for school leadership and school improvement;
- Proactively address the needs of leaders to ultimately benefit learners; and
- Become a self-sustaining, not-for-profit organisation.

b. Strategies for achieving objectives

The key aim of DSLSS is to provide support to school leaders across the South West. This, in turn, delivers benefits to all stakeholders of the school, in particular the school's pupils and their families.

The main strategies for achieving the Charity's Objectives are:

- Representation – at various stakeholder groups & boards;
- Consultation – with the DSLSS membership base of school leaders;
- Communication – via newsletters, briefing events, and other meetings in addition to other resources e.g. website; and
- Leadership, development, & support – CPD opportunities and pastoral support for new & existing school leaders.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2021

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Specifically, DSLS fulfilled its objectives by:

- Sending regular communications to school leaders with key information and guidance;
- Hosting virtual School Leadership Briefings with keynote speakers. This included speakers from Ofsted, the SW Regional Schools Commissioner, and Devon County Council (DCC) Officers from within its Children's Services department;
- Hosting virtual Primary and Secondary Hub meetings with representatives from DCC Public Health & Health & Safety. This was to provide specific guidance on issues affecting schools and specific to each phase;
- Offering a range of CPD for school leaders including safeguarding and effective complaints handling. Inviting national speakers to present on the longer-term impact of Covid-19 on social mobility and educating during a pandemic;
- Introducing the aHead service which provides experienced school leaders with a pastoral support service via a dedicated Professional Partner and a two year induction programme for newly appointed or acting headteachers. This ensures that no colleagues are vulnerable or isolated; and
- Entering into a Commissioned Services Agreement with Devon County Council to fulfil its statutory responsibility to consult with schools on matters regarding policy around funding, SEND, School Organisation, Capital & Maintenance and Safeguarding.

d. Main activities undertaken to further the Charity's purposes for the public benefit

Formally launched in September 2021, during the midst of a global pandemic, the main focus of activities undertaken has been to support school leaders in their day-to-day roles during these unprecedented and challenging times.

Due to the pandemic there have been far reaching demands on leadership within schools. This has included the disruption to education during national lockdowns when schools had to provide an alternative online provision. This was particularly demanding for leadership when schools were closed to the majority of learners but remained open for children of critical workers and vulnerable pupils, implying that schools had to provide a split provision.

The Charity also acts as a conduit between Devon schools and the Department for Education, the Local Authority, and other education agencies. DSLS represents the schools' voice at both strategic and operational levels, providing timely two-way communication and clarity to support school leaders when navigating the plethora of legal or policy guidance, risk assessments, and health and safety requirements. This support was highly valued by school leaders and ensured that no colleagues were left feeling vulnerable or isolated. DSLS also provided the Local Authority and Public Health with a single point of liaison to its 375+ schools at an essential time.

As we move out of the pandemic, DSLS will continue to help equip school leaders with strategies and resources to mitigate the longer-term impact of Covid-19 on social mobility and lost opportunities due to the pandemic. This includes a focus on the catch-up of missed education and pupil development during the pandemic. It also includes a focus on the effect the pandemic has had on mental health for pupils, young people, parents, and the wider school workforce.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2021

Achievements and performance

a. Main achievements of the Charity

During 2020/21, DSLS continued to service the DCC Commissioned Services Agreement by regularly attending virtual meetings of the various strategic boards and working groups. In many cases, this new way of working has recognised benefits with improved efficiencies by removing the need for travel time and leading to shorter meetings. Some groups will continue to meet virtually going forward whilst others will adopt a blended approach alternating virtual with face-to-face meetings.

A new DCC Schools Reference Strategic Group was established to manage the response to Covid-19. Initially meeting daily, representatives from schools and education stakeholders within the local authority were able to consider new legal guidance and agree the appropriate support for schools. A minimum of 4 school leaders attended a total of 34 additional meetings during the summer term on top of the existing working group's calendar.

Two-way communication between schools and the various groups is achieved by way of communicating to the wider membership on any issues or actions arising for schools and consultation. For example, surveying school leaders, on the local funding formula, impact of Covid-19 etc.

Regular review meetings were held with DCC to ensure that performance under the Commissioned Services Agreement is achieving targeted outcomes in terms of meeting attendance, effectiveness of representation, and communication. After the first term of the contract, all Key Performance Indicators had been satisfied, notwithstanding disruptions to meeting schedules and greater demands on school leadership time during the pandemic.

Throughout the year, DSLS continued to hold termly briefing events for school leaders via a virtual platform. These were very well attended and provided the opportunity to hear key updates from the Local Authority, Public Health, and Regional Schools Commissioner, as well as highly-regarded speakers presenting on issues affecting the education community both during the pandemic and in the recovery phase.

In Spring 2020, Professor Tanya Byron presented on 'Education through a pandemic: the road to re-balance' exploring the impact of the pandemic in the context of education: for learners, their parents, teaching staff, and leaders. In the Summer term Lee Elliot-Major OBE, Professor of Social Mobility, University of Exeter spoke on the national challenges to social mobility and provided views on what schools should focus upon to assist disadvantaged pupils as we emerge from the pandemic. After each event, DSLS sought feedback from delegates to evaluate the impact of the briefings which confirmed the focus on the mental health and wellbeing of children, their families, and the wider schools' community to be both timely and informative as we look to recovery beyond the pandemic.

In addition to the briefings, regular Primary and Secondary Hub meetings were hosted which enabled school leaders in each phase to receive timely updates on rapidly changing, and often unclear, policy guidance. They also made it possible to communicate any concerns or share examples of good practice. The feedback from schools was that these meetings were extremely helpful and supportive at a challenging time for school leadership.

In September 2020, DSLS launched the aHead service which is a confidential professional support service for school leaders. Initially, the service offered aHeadStart, a two-year induction package of support for newly-appointed school leaders which included a dedicated Professional Partner, a CPD programme of training, and networking with peers. Data collected towards the end of the first year revealed 97% of newly appointed leaders had engaged with the service across 58 sessions with their Professional Partners.

The service was then extended to all of Devon's serving school leaders under the aHeadSpace strand, with a named Professional Partner pro-actively contacting colleagues on a termly basis to offer an independent sounding board and fresh perspectives on addressing professional challenges. This dialogue allows school

DEVON SCHOOLS LEADERSHIP SERVICES CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

Achievements and performance (continued)

leaders to draw on advice and expertise to develop and strengthen school leadership teams and receive signposting to other professional services. The DSLS aHead service has been highly valued and continues to grow in strength with 58% of established leaders engaged across 126 sessions with their Professional Partner after just six months.

The final element of the aHead service is the purchase and availability of an Employee Assistance Scheme for the benefit of all DSLS members to complement the work of the Professional Partners and provide out-of-hours access to a confidential information, support, and a counselling service which is available 24 hours a day, 365 days a year. DSLS is committed to the personal and professional welfare of its membership and to ensuring that no school leader ever feels isolated or unsupported. This is to protect the mental health and wellbeing of individuals, but also to prevent school leaders absent from school due to ill health or ultimately feeling unable to continue in the profession with the resultant loss of highly invested experience and knowledge.

b. Investment policy and performance

The Charity does not currently have any investments.

Cash balance reserves are held in bank savings accounts split between a 35-day notice Liquidity Manager account and an instant access Business Reserve account.

The instant access Business Reserve account contains funds which need to be readily available.

Financial review

a. Going concern

After making appropriate enquires, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

DSLIS presently holds £144,975 of unrestricted reserves and £54,825 of restricted funds, as well as a £138,000 deficit in the pension reserve.

Board of Trustees have duly considered its Reserves Policy and has designated the following funds from within unrestricted funds for the following purposes:

Defined Benefits Pension Scheme – £138,000

On 1 June 2020, two members of DCC staff transferred to DSLS under TUPE regulations which included membership of the Local Government Pension Scheme. The charity was granted Admitted Body Status to the pension scheme supported by a 3-year guarantee by DCC in lieu of a bond surety which has been calculated by Actuaries Barnett Waddingham. At the end of the 3-year period, DSLS will be expected to meet this liability and reserves have been set aside and designated for this purpose.

Redundancy Liability - £22,810

A redundancy liability has been calculated for the one member of permanent staff TUPE'd from DCC and this will be reviewed annually to include any additional statutory liabilities arising in respect of other qualifying employees.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

c. Finance review

During the year, the charity received total income of £299,574 of which £140,620 related to the DCC Commissioned Services Agreement (CSA) as restricted funds and £158,667 as grants from the former and now dissolved legacy phase associations, DAPH & DASH. The balance of £287 represented bank interest received.

Total expenditure totalled £220,774 of which £206,795 was against restricted funds, including £117,000 which related to the brought forward pension deficit of staff transferred from DCC, and £13,979 unrestricted, resulting in an overall net surplus of £78,800.

Whilst the charity remains in a healthy position, the pandemic has prevented any income generation from trading activities. The CSA expenditure was lower than forecast, as meetings and briefings were held virtually due to Covid-19. The surplus of £54,825 of restricted DCC funds will be invested into future events and projects to support recovery from the pandemic. This will include further investment in the aHead service, and research to develop a strand of work known as Devon Education Futures, which will be rolled out in 2021/22.

Structure, governance and management

a. Constitution

Devon Schools Leadership Services CIO is a registered charity, number 1186756, and is constituted under a Trust deed.

b. Methods of appointment or election of Trustees

Trustees are recruited based on their skills, knowledge, and experience needed for the effective administration of the Charity.

Trustees must be appointed for a term of four years by a resolution passed at a properly convened meeting of the Charity Trustees. Except from the first Charity Trustees.

There must be at least five Charity Trustees. If the number falls below this minimum, the remaining Trustee or Trustees may act only to call a meeting of the Charity Trustees or appoint a new Charity Trustee.

The maximum number of Charity Trustees is ten. The Charity Trustees may not appoint any Charity Trustee if as a result the number of Charity Trustees would exceed the maximum.

Any person retiring as a Charity Trustee is eligible for reappointment.

A Charity Trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

c. Policies adopted for the induction and training of Trustees

All Trustees are fully inducted by the Charity on its aims and objectives and the role they have on the developing the Charity. The Trustees have all received the Charities' Commission guidance on the Roles and Responsibilities of the Charity Trustees.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

Structure, governance and management (continued)

d. Pay policy for key management personnel

DSLS employees are offered fair pay in accordance with their skills, experience and contribution to the development of the Charity. Remuneration is reviewed annually by the Trustees of the Charity and is benched mark against similar job roles in the public sector.

e. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Plans for future periods

As a new start-up charity, DSLS has yet to fully establish and develop new income generation streams. This has been further inhibited by the pandemic and inability to hold large events and training programmes. Furthermore, the charity is largely reliant on the Commissioned Services Agreement with DCC which, following consultation with schools, is an annually agreed top-slice from the Dedicated Schools Grant. This 12-month agreement means that it is difficult for any medium to long term assurances since funding could cease; either because schools no longer wish to fund the service or because the introduction of a hard National Funding Formula will no longer permit the top-slice. Without the CSA funding, the charity will be forced to revert to a subscription-based model by invoice to each individual school and there is no guarantee that all schools will buy in. This would potentially place the charity at significant risk of financial failure which, in turn, would give rise to school leaders losing a service which is highly valued by schools, the local authority and other agencies as well as inevitable staff redundancies.

Looking ahead to 2021/22, DSLS is planning to invest in its own IT systems by leasing hardware and purchasing software to complete the migration away from the local authority network. This will require expenditure of up to £5,000 on software and leasing costs of £1,000 per year which will be funded from reserves.

The resultant net reserves of c.£50,000 would enable the charity to continue trading for a period of up to one academic term following the expiry of the CSA contract to identify and secure alternative income streams or to effectively wind-up operations in a proper manner.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
06/04/2022 and signed on their behalf by:



J Bishop (Chair)



G Myles (Finance & Audit Trustee)

DEVON SCHOOLS LEADERSHIP SERVICES CIO

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2021

Independent examiner's report to the Trustees of Devon Schools Leadership Services CIO ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 August 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2021

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 12/04/22

Misty Nickells

FCA

Griffin
Chartered Accountants
Silverdown Office Park
Exeter Airport Buisness Park
Exeter
EX5 2UX

DEVON SCHOOLS LEADERSHIP SERVICES CIO

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2021**

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Income from:				
Charitable activities	3	140,620	158,667	299,287
Investments	4	-	287	6,287
Total income		140,620	158,954	299,574
Expenditure on:				
Charitable activities	5	206,795	13,979	220,774
Total expenditure		206,795	13,979	220,774
Net movement in funds before other recognised gains/(losses)		(66,175)	144,975	78,800
Other recognised gains/(losses):				
Actuarial losses on defined benefit pension schemes	14	(17,000)	-	(17,000)
Net movement in funds		(83,175)	144,975	61,800
Reconciliation of funds:				
Net movement in funds		(83,175)	144,975	61,800
Total funds carried forward		(83,175)	144,975	61,800

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 13 to 23 form part of these financial statements.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

**BALANCE SHEET
FOR THE YEAR ENDED 31 AUGUST 2021**

	Note	2021 £
Current assets		
Debtors	10	3,839
Cash at bank and in hand		286,274
		<u>290,113</u>
Creditors: amounts falling due within one year	11	<u>(90,313)</u>
Net current assets		199,800
Total assets less current liabilities		199,800
Net assets excluding pension liability		199,800
Defined benefit pension scheme liability	14	<u>(138,000)</u>
Total net assets		61,800
Charity funds		
Restricted funds:		
Restricted funds excluding pension asset	12	54,825
Pension reserve	12	<u>(138,000)</u>
Total restricted funds	12	<u>(83,175)</u>
Unrestricted funds	12	<u>144,975</u>
Total funds		61,800

The financial statements were approved and authorised for issue by the Trustees on 06/04/2022 and signed on their behalf by:


J Bishop
Chair of Trustees


G Myles
(Finance & Audit Trustee)

The notes on pages 13 to 23 form part of these financial statements.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

1. General information

Devon Schools Leadership Services CIO is a Charitable Incorporated Organisation registered in England & Wales. Its registered office address is Devon School Leadership Services, Venture House, One Capital Court, Bittern Road, Sowton Industrial Estate, Exeter, EX2 7FW.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Devon Schools Leadership Services CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Trustees have considered the financial position of the Charity for a period of at least 12 months from the date of signing the accounts, including factoring the year end reserves position and post year end income and expenditure, and expect the Charity to continue as a going concern and have prepared the accounts on this basis.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

2. Accounting policies (continued)

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

The Charity also operates a defined benefits pension scheme and the pension charge is based on a full actuarial valuation dated 31 August 2021.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from charitable activities

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Grant Income	140,620	10,000	150,620
Donations	-	148,667	148,667
	<u>140,620</u>	<u>158,667</u>	<u>299,287</u>

4. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Investment income	<u>287</u>	<u>287</u>

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

4. Investment income (continued)

5. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Support costs	206,795	13,979	220,774

6. Analysis of expenditure by activities

	Support costs 2021 £	Total funds 2021 £
Support costs	220,774	220,774

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Activities 2021 £	Total funds 2021 £
Staff costs	51,983	51,983
General expenses	123	123
Venue costs	1,382	1,382
Rent	2,750	2,750
Insurance	1,359	1,359
Speaker fees	1,000	1,000
IT costs	502	502
SLA reimbursements	40,910	40,910
Legal and professional	625	625
Audit and accountancy	3,140	3,140
Transfer from local authority on conversion	117,000	117,000
	<u>220,774</u>	<u>220,774</u>

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £1,500.

8. Staff costs

	2021 £
Wages and salaries	37,893
Social security costs	3,494
Pension costs	10,596
	<u>51,983</u>

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

	2021 No.
Employees	<u>1</u>

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

8. Staff costs (continued)

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the Charity is the Business & Operations Manager. The total employee benefits of the key management personnel of the Charity is £19,299.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits.

During the year ended 31 August 2021, no Trustee expenses have been incurred.

10. Debtors

	2021 £
Due within one year	
Other debtors	1,714
Prepayments and accrued income	2,125
	<hr/>
	3,839
	<hr/>

11. Creditors: Amounts falling due within one year

	2021 £
Trade creditors	13,079
Accruals and deferred income	77,234
	<hr/>
	90,313
	<hr/>

	2021 £
Resources deferred during the year	56,500
	<hr/>

At the balance sheet date the Charity was holding funds received in advance of £56,500 from the Devon County Council Commissioned Service Agreement.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021**

12. Statement of funds

Statement of funds - current year

	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2021 £
Designated funds					
Redundancy Provision	-	-	22,810	-	22,810
General funds					
Donation	148,666	(9,412)	(22,810)	-	116,444
Devon County Council	10,000	(4,567)	-	-	5,433
Bank Interest	288	-	-	-	288
	<u>158,954</u>	<u>(13,979)</u>	<u>(22,810)</u>	<u>-</u>	<u>122,165</u>
Total Unrestricted funds	<u>158,954</u>	<u>(13,979)</u>	<u>-</u>	<u>-</u>	<u>144,975</u>
Restricted funds					
Devon County Council	140,620	(85,795)	-	-	54,825
Pension reserve	-	(121,000)	-	(17,000)	(138,000)
	<u>140,620</u>	<u>(206,795)</u>	<u>-</u>	<u>(17,000)</u>	<u>(83,175)</u>
Total of funds	<u>299,574</u>	<u>(220,774)</u>	<u>-</u>	<u>(17,000)</u>	<u>61,800</u>

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

Devon County Council

£140,620 received in year to be spent in line with the Commissioned Service Agreement.

Pension Reserve

The charity's share of the assets and liabilities in the Local Government Pension Scheme. This is currently in deficit due to an excess of scheme liabilities over scheme assets which was inherited on conversion from the local authority.

Designated Funds

£22,810 has been allocated to a designated fund in order to form a redundancy provision.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

13. Analysis of net assets between funds

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	54,825	235,288	290,113
Creditors due within one year	-	(90,313)	(90,313)
Provisions for liabilities and charges	(138,000)	-	(138,000)
Total	(83,175)	144,975	61,800

14. Pension commitments

The Charity operates a defined benefit pension scheme.

The Charity employees belong to the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Devon County Council. This is a multi-employer defined benefit scheme.

The latest actuarial valuation of the LGPS related to the period ended 31 March 2019.

There were no outstanding contributions payable to the scheme at the end of the financial year.

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2021 was £5,000, of which employer's contributions totalled £4,000 and employees' contributions totalled £1,000. The agreed contribution rates for future years are 28.1 per cent for employers and 5.5-12.5 per cent for employees.

Devon County Council (DCC) acts as a guarantor to the defined pension benefit liability under an Admissions Agreement between DSLS and DCC in its capacity as Administering Authority and Scheme Employer for the LGPS in relation to staff who have transferred to the Charity under a TUPE transfer. The DCC Guarantee took effect on 1 June 2021 and shall continue in force until the earlier of:

- (a) the Termination Date (as defined in the Admissions Agreement); or
- (b) 31 May 2024;

as may be varied by the earlier termination of the guarantee in accordance with its terms.

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

14. Pension commitments (continued)

Principal actuarial assumptions

	At 31 August 2021 %
Rate of increase in salaries	3.90
Rate of increase for pensions in payment/inflation	2.90
Discount rate for scheme liabilities	1.65
Inflation assumption (CPI)	2.90

	At 31 August 2021 Years
Retiring today	
Males	23.0
Females	24.2
Retiring in 20 years	
Males	24.4
Females	25.6

Sensitivity analysis

	At 31 August 2021 £
Discount rate +0.1%	(7,000)
Discount rate -0.1%	7,000
Mortality assumption - 1 year increase	11,000
Mortality assumption - 1 year decrease	(10,000)
CPI rate +0.1%	6,000
CPI rate -0.1%	(6,000)

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

14. Pension commitments (continued)

The Charity's share of the assets in the scheme was:

	At 31 August 2021 £
Equities	90,000
Gifts	18,000
Corporate bonds	3,000
Property	11,000
Cash and other liquid assets	1,000
Other	20,000
Total fair value of assets	143,000

The actual return on scheme assets was £7,000.

The amounts recognised in the Statement of financial activities are as follows:

	2021 £
Current service cost	8,000

Movements in the present value of the defined benefit obligation were as follows:

	2021 £
Interest cost	1,000
Contributions by scheme participants	1,000
Actuarial losses/(gains)	23,000
Current service cost	8,000
Liabilities transferred in from Local Authority	248,000
Closing defined benefit obligation	281,000

DEVON SCHOOLS LEADERSHIP SERVICES CIO

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

14. Pension commitments (continued)

Movements in the fair value of the Charity's share of scheme assets were as follows:

	2021 £
Expected return on assets	1,000
Actuarial gains	6,000
Contributions by employer	4,000
Contributions by scheme participants	1,000
Assets transferred in from Local Authority	131,000
Closing fair value of scheme assets	143,000

15. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 August 2021.