

APPENDIX

# The City of London School Education Trust

Annual Report and Financial Statements for the year ended 31 March 2020

Charity registration number 1118571

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## **ORIGINS OF THE CHARITY**

The charity was initially set up with a donation in 2007 towards the refurbishment of the City of London School's theatre. Since that time, further restricted donations have been received towards a variety of projects and activities in accordance with the objects of the charity.

The charity now lacks purpose and has had only minor funds associated with it in recent years. A decision was made by the Trustee, the City of London Corporation, to close the charity on 28 April 2020.

# **TRUSTEE'S ANNUAL REPORT**

## **STRUCTURE AND GOVERNANCE**

### **GOVERNING DOCUMENTS**

The constitution of this charity is set out in the Trust deed dated 27 March 2007. The charity is constituted as a charitable trust.

### **GOVERNANCE ARRANGEMENTS**

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the Trustee of the City of London School Education Trust. The City Corporation is Trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of this charity to various committees and sub-committees of the Common Council, membership of which is drawn from 125 elected Members of the Common Council and external appointees to those committees. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. Members of the Court of Common Council are unpaid and are elected by the electorate of the City of London

The key Committee which has responsibility for directly managing matters related to the charity is the Board of Governors of the City of London School, which is ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making process to be clear, transparent and publicly accountable. Details of the membership of Committees of the City Corporation are available at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk).

The Trustee believes that good governance is fundamental to the success of the charity.

### **OBJECTIVES AND ACTIVITIES**

Prior to the closure of the charity on 28 April 202, the objectives of the charity were:

- (1) To advance the education of pupils of the City of London School (the School), children and young people who are not pupils of the School, in particular but not exclusively by providing or assisting in the provision of facilities for education, including social and physical education and education in music and arts; and
- (2) To provide or assist in the provision, in the interests of social welfare, of facilities for recreation and other leisure-time occupation for individuals who have the need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, or for the public benefit at large, with the aim of improving their condition of life.

## **PUBLIC BENEFIT STATEMENT**

The Trustee confirms that it referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the City of London School Education Trust's aims and objectives. The purposes of the charity, prior to its closure, were to advance the education of pupils of the City of London School, children and young people who are not pupils of the school by providing or assisting in the provision of facilities for education and education in music and arts and also to provide facilities for recreation in other leisure-time activities.

Consequently, the Trustee considered that the City of London School Education Trust operated to benefit the general public and satisfied the public benefit test.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

The administrative details of the charity are stated on page 17.

## **ACHIEVEMENTS AND PERFORMANCE**

The Board of Governors of the City of London School decided on 13 June 2019 to seek approval from the City of London Corporation's Court of Common Council to close the charity. In anticipation of this decision, the remaining funds of the charity were used to part-fund a hearing aid loop, which was installed in the theatre of the City of London School during 2019/20.

The Court of Common Council agreed on 28 April 2020 to close the charity. The Charity Commission for England and Wales confirmed on 10 June 2020 that the charity will be removed from the Central Register of Charities.

## **PLANS FOR FUTURE PERIODS**

The charity closed on 28 April 2020. There were no activities in the period from 1 to 28 April 2020 and there are no future plans.

## FINANCIAL REVIEW

### Overview of Financial Performance

#### Income

In 2019/20 the charity's total income for the year was £38 (2018/19: £158), an overall decrease of £120 against the previous year (2018/19: total income for the year was £158, an overall increase of £78 against the previous year).

Income received in the year consisted entirely of interest received on cash balances, amounting to £38 (2018/19: donations of £100 and interest on cash balances amounting to £58 were received in the year).

#### Expenditure

Total expenditure for the year was £6,083 (2018/19: nil), of which £4,364 was incurred on charitable activities (2018/19: nil) and £1,719 in professional fees relating to the future closure of the charity (2018/19: nil).

#### Funds held

The charity's total funds held decreased by £6,045 to nil as at 31 March 2020 (2018/19: an increase of £158 from £5,887 to £6,045), with all amounts held as restricted funds.

Details of the funds held, including their purpose, is set out within note 9 to the financial statements.

#### Reserves policy

The charity held a restricted fund, which was initially set up with a donation in 2007 towards the refurbishment of the School's theatre. Since that time further restricted donations have been received towards a variety of projects and activities in accordance with the objects of the charity. Consequently, the charity had no free reserves and a reserves policy was considered by the Trustee to be inappropriate.

The remaining funds of the charity were used in 2019/20 in anticipation of the closure of the charity on 28 April 2020.

#### Principal Risks and Uncertainties

The charity is committed to a programme of risk management as an element of its strategy to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

## TRUSTEE RESPONSIBILITIES

The Trustee is responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare the financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

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

The Trustee is 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 the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is 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.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.

Jeremy Paul Mayhew MA MBA  
Chairman of Finance Committee of  
The City of London Corporation  
Corporation  
Guildhall, London  
**XX Month 2020**

Jamie Ingham Clark FCA  
Deputy Chairman of Finance  
Committee of The City of London

# INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF THE CITY OF LONDON SCHOOL EDUCATION TRUST

## Opinion

We have audited the financial statements of the City of London School for Girls Bursary Fund incorporating City of London School for Girls Scholarships and Prizes Fund (the charity) for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet and 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 charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## 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 charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions related to going concern

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

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

## **Other information**

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The Trustee is responsible for the other information.

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.

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

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustee's Annual Report; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of the Trustee**

As explained more fully in the Trustee's responsibilities statement, the Trustee is 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 Trustee determines 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 Trustee is responsible for assessing the charity'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 Trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

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

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>.

This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charity's Trustee, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's Trustee 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 charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.

Fiona Condon (Senior Statutory Auditor)  
For and on behalf of BDO LLP, statutory auditor  
London

Date

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

# STATEMENT OF FINANCIAL ACTIVITIES

## FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Restricted Funds 2019/20	Restricted Funds 2018/19
		£	£
<b>Income from:</b>			
Voluntary income	2	-	100
Investments	3	<b>38</b>	58
<b>Total income</b>		<b>38</b>	<b>158</b>
<b>Expenditure on:</b>			
Charitable activities	4	<b>4,364</b>	-
Other	5	<b>1,719</b>	-
<b>Total expenditure</b>		<b>6,083</b>	-
<b>Net movement in funds</b>	9	<b>(6,045)</b>	158
<b>Reconciliation of funds:</b>			
Total funds brought forward	8, 9	<b>6,045</b>	5,887
<b>Total funds carried forward</b>	8, 9	-	<b>6,045</b>

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

The notes on pages 13 to 16 form part of these financial statements.

## BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 Total £	2019 Total £
<b>Current assets</b>			
Cash at bank and in hand		-	6,045
<b>Total current assets</b>		-	6,045
<b>Total net assets</b>	8, 9	-	6,045
<b>The funds of the charity:</b>			
Restricted funds	8, 9	-	6,045
<b>Total funds</b>	8, 9	-	6,045

The notes on pages 13 to 16 form part of these financial statements

Approved and signed on behalf of the Trustee.

Dr Peter Kane

Chamberlain of London

XX Month 2020

## NOTES TO THE FINANCIAL STATEMENTS

### 1. ACCOUNTING POLICIES

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

#### (a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities, published in 2015, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) and the Charities Act 2011.

#### (b) Going concern

These financial statements have not been prepared on a going concern basis as the charity closed on 28 April 2020. The Board of Governors of the City of London School decided on 13 June 2019 to seek approval from the City of London Corporation's Court of Common Council to close the charity and this approval was granted on 28 April 2020.

The Charity Commission for England and Wales confirmed on 10 June 2020 that the charity was removed from the Central Register of Charities.

The financial statements show that the charity had nil assets and liabilities as at 31 March 2020 and the Trustee confirm that there were no activities in the period from 1 April 2020 to 28 April 2020.

#### (c) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

**(d) Statement of Cash Flows**

The charity has taken advantage of the exemption in FRS102 (paragraph 1.12b) from the requirements to produce a statement of cash flows on the grounds that it is a small entity.

**(e) Income**

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations and interest.

**(f) Expenditure**

Expenditure is accounted for on an accruals basis and would be classified under the principal categories of 'raising funds' or 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

The charity does not employ any staff. Officers of the City Corporation provide administrative assistance to the charity when required, but this is not considered material and is not separately calculated by the City Corporation. It is consequently not possible to quantify this assistance within expenditure in the Statement of Financial Activities.

**(g) Taxation**

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 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.

**(h) Funds structure**

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

**Restricted funds** – These include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

**(i) Insurance**

The charity, elected Members and staff supporting the charity's administration are covered by the City Corporation's insurance liability policies, and otherwise under the indemnity the City Corporation provides to Members and staff, funded from City's Cash.

## 2. INCOME FROM VOLUNTARY ACTIVITIES

	Restricted funds 2019/20 £	Restricted funds 2018/19 £
Donations and legacies	-	100

## 3. INCOME FROM INVESTMENTS

	Restricted funds 2019/20 £	Restricted funds 2018/19 £
Interest	38	58

## 4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Restricted funds 2019/20 £	Restricted funds 2018/19 £
Hearing loop for theatre within City of London School	4,364	-

## 5. OTHER EXPENDITURE

	Restricted funds 2019/20 £	Restricted funds 2018/19 £
Professional fees	1,719	-

## 6. AUDITOR'S REMUNERATION

BDO are the auditors of the City of London's City's Cash Fund and all of the different charities of which it is Trustee. The City of London Corporation charges the audit fee to its City's Cash Fund and does not attempt to apportion the audit fee between the different charities. No other services were provided to the charity by its auditors during the year (2018/19: nil).

## 7. TRUSTEE EXPENSES

The Members of the City of London Corporation acting on behalf of the Trustee did not receive any remuneration or reimbursement of expenses during 2019/20 (2018/19: nil).

## 8. ANALYSIS OF NET ASSETS BY FUND

At 31 March 2020	<b>Restricted funds</b>	
	Total at 31 March 2020	Total at 31 March 2019
	£	£
Current assets	-	6,045

At 31 March 2019	<b>Restricted funds</b>	
	Total at 31 March 2019	Total at 31 March 2018
	£	£
Current assets	6,045	5,887

## 9. MOVEMENT IN FUNDS

As at 31 March 2020	Total as at 1 April 2019	Income	Expenditure	Total as at 31 March 2020
	£	£	£	£
Restricted fund	6,045	38	(6,083)	-

As at 31 March 2019	Total as at 1 April 2018	Income	Expenditure	Total as at 31 March 2019
	£	£	£	£
Restricted fund	5,887	158	-	6,045

### Purposes of restricted funds

The restricted funds include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

## REFERENCE AND ADMINISTRATION DETAILS

**CHARITY NAME:** The City of London School Education Trust

Registered charity number: 1118571

**PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:**

Guildhall, London, EC2P 2EJ

**TRUSTEE:**

The Mayor and Commonalty & Citizens of the City of London

**SENIOR MANAGEMENT:**

**Chief Executive**

John Barradell OBE - The Town Clerk and Chief Executive of the City of London Corporation

**Treasurer**

Dr Peter Kane - The Chamberlain of the City of London Corporation

**Solicitor**

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

**AUDITORS:**

BDO LLP, 55 Baker Street, London, W1U 7EU

**BANKERS:**

Lloyds Bank Plc., P.O. Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

Contact for The Chamberlain, to request copies of governance documents:

[PA-DeputyChamberlain@cityoflondon.gov.uk](mailto:PA-DeputyChamberlain@cityoflondon.gov.uk)