

SCHOOL STANDARDS AND FRAMEWORK ACT 1998

Account, prepared pursuant to Schedule 1, para 7(1) of the School Standards and Framework Act 1998, of the Speke Garston Education Action Zone for the period ended 9 January 2005, together with the Comptroller and Auditor General's Certificate and Report thereon. (In continuation of House of Commons Paper No. 670 of 2005-2006)

Presented pursuant to School Standards and Framework Act 1998, Sch. 1, s 11, para 7(3)

Speke Garston Education Action Zone Account 1 April 2004 to 9 January 2005

ORDERED BY THE HOUSE OF COMMONS TO BE PRINTED 14 FEBRUARY 2006

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Legal and Administrative Information

Name of Forum

Speke Garston Education Action Zone – An Excellent Action Zone

Governing document

Statutory Instrument that came into force on 10 January 2000.

Action Forum Trustees

Primary school

Sue Devereux
Betty Wylie
Liam Mulcahy
Dave Williams
Phil Daniels
Gillian Chard

Tracey Wright
Peter Gibbons
Diane Auton
Frances Fraser
Suzy Stacey
Colin Gilligan

Secondary school

Phil Duffy (replaced by acting Headteacher 1 September 2004)

Alan Smithies

Phil Fitzpatrick

Business partners

Ailsa Birkett
Roy Jones

Paul Barlow

Public sector

John Armstrong

Dave Howard

Community/Voluntary Sector

Nick Birkinshaw

Mark Ord

Further Education

Sue Greenhalgh

Parent and Pre School Representative

Susan Roberts

DfES

Martin Cash

City Council

Margaret Gill

Chair

Diane Auton

Vice Chair

Paul Barlow

Signatories

Sue Devereux
Liam Mulcahy

Diane Auton
Lyn Pender

Head Teachers Committee

Primary school

Sue Devereux
Betty Wylie
Liam Mulcahy (Chair from 7 December 2004)
Peter Price
Phil Daniels (Chair to 7 December 2004)

Rick Widdowson
Peter Gibbons
Diane Auton
Frances Fraser
Suzy Stacey

Secondary school

Phil Duffy (replaced by Anne Stahler as acting Head 1 September 2004)
Alan Smithies

Phil Fitzpatrick

Personnel Sub Committee

Phil Daniels
Phil Fitzpatrick

Mark Ord
Peter Gibbons

Transformation Working Group

Sue Devereux
Diane Auton
Alan Smithies
Roy Jones

Betty Wylie
Dave Williams
Phil Fitzpatrick
Dave Woodhouse

EAZ Office

Garston Urban Village Hall
70 Banks Road
Garston
Liverpool L19 8JZ
Tel: 0151 494 4600
educate@spekegarstoneaz.co.uk

Bankers

Unity Trust Bank plc
Nine Brindley Place
4 Oozells Square
Birmingham B1 2HB

Auditors

Comptroller and Auditor General
National Audit Office
157-197 Buckingham Palace Road
Victoria
London SW1W 9SP

Solicitors

Davies Wallis Foyster
Harvester House
37 Peter Street
Manchester M2 5GB

Accountants

Verinder & Associates Chartered Accountants
1-3 Crosby Road South
Liverpool L22 1RG

Report of the Trustees

The Trustees present their report and the audited financial statements for the period ended 9 January 2005.

Future prospects

Under the 1998 Schools Standards and Framework Act the Education Action Zone was given a statutory lifeline of no more than five years. As this period was completed on 9 January 2005 the Secretary of State for Education and Skills has passed an order closing the Zone with effect from this date.

Going concern

In view of the cessation of the Forum's activities on 9 January 2005 the Trustees no longer consider the preparation of the accounts on a going concern basis to be appropriate. Upon closure the Zones assets and liabilities have been transferred to Zone schools at net book value. No adjustments have been necessary to the book values of assets held immediately prior to closure.

Constitution and Organisation of the Action Forum

The Action Forum is a corporate body and exempt charity established on 10 January 2000 under the 1998 School Standards and Framework Act.

The membership of the Action Forum for the Zone includes

- up to four persons representing the interests of business in the Merseyside area;
- up to two parents of registered pupils attending Zone schools;
- one person nominated by each of the Zone schools;
- one person nominated by Liverpool City Council in their capacity as a local education authority;
- one person representing the interest of the pre-school and education sector;
- one person nominated by the Liverpool Arch Diocese Catholic Schools Department;
- up to four persons representing the interest of public sector organisations;
- up to two persons representing the interest of Higher Education and Further Education; and
- up to two persons representing the interests of the voluntary sector.

The Action Forum does not have a share capital. The School Standards and Framework Act and its associated regulations are the primary governing documents of the Action Forum. All members of the Action Forum are Trustees.

The Role of Trustees

The current Trustees are listed on page 2 and with the exception of the following, were appointed on 20 January 2000 at the first official meeting of the Action Forum and have continued to serve through the period.

Tracey Wright replaced Rick Widdowson as the representative of Garston Church of England Primary School; Suzy Stacey replaced Peter Ryrie as Head Teacher representative from Stocktonwood Primary School; Nikki Anderson joined the Action Forum to represent South Liverpool Pupil Referral Unit; John Armstrong replaced Lyn Spencer to represent Speke Garston Partnership; Margaret Gill replaced Howard Cooper to represent the Local Authority. Nikki Anderson and Clare Budden left the Action Forum and were not replaced. Phil Duffy was replaced by Anne Stahler.

The Action Forum continues to agree to abide by the job description for all members of the Forum and specific roles and responsibilities for the Chair and Vice Chair.

The Job Description for Action Forum Members

Position

EAZ Action Forum Member

Responsible for

The overall strategic management of the key objectives for Speke Garston EAZ

Role

To have collective responsibility along with the other members of the Action Forum for the strategic direction and management of the EAZ. To work on behalf of Head-Teacher, governors, teachers, school staff, pupils, parents, private sector and the community to deliver the EAZ initiative effectively and successfully.

Responsibilities

- to act at all times in good faith and in the best interests of and for the benefit of schools, parents and the community;
- to take responsibility to attend meetings;
- to take collective responsibility for the strategic direction for the EAZ programme;
- to read relevant papers where possible in advance of the meeting concerned and ask for further information if required;
- to act where appropriate, both formally and informally, as ambassadors of the Action Forum;
- to adhere to the code of conduct;
- to encourage participation in all of the EAZ structures and activities;
- to supervise, support and manage the work of the EAZ team; and
- to act in accordance with DfES regulations as Trustees of the Charity.

Code of Conduct – Speke Garston EAZ Action Forum

- all members are to take collective responsibility for the decisions made during the Action Forum; and
- all members are required to attend meetings at six weekly intervals and to have read the papers in advance of the meeting.

Use of confidential material

- members should be careful in the use of all information obtained via their role as an Action Forum member especially where it pertains to commercial issues;
- where information is clearly marked or communicated as confidential, it should not be passed to any other individual; and
- where information appears to be of a sensitive nature, then members should check with the Chair, Deputy Chair or Director before passing the information on.

Register of interest

- all members are required to declare any direct or indirect interest, pecuniary or otherwise which may arise in respect of a contract or other matter to which the Speke Garston Education Action Zone is or may become a party. This register is to be maintained by the EAZ Director;

- an Action Forum member may not influence decisions in which they have a commercial or self-interest and, if appropriate, either declare any interest or withdraw from the meeting;
- no contract or other award should be made to an Action Forum member, staff member, private sector organisation etc. without the prior approval of the Action Forum; and
- whenever members are unsure of the seriousness of a potential conflict of interest, they should err on the side of caution.

Gifts and favours

- all members are to declare any gifts or gifts in kind and seek guidance on such matters where it might be deemed inappropriate (e.g. the offer of a meal can be acceptable, whilst the offer of accommodation or a holiday is not);
- members are to declare all gifts, whether accepted or otherwise to the EAZ Director, who will keep a register; and
- members are not to use their position on the Forum to achieve personal or financial gain except in the circumstances of seeking appointment (e.g. Project Officer).

Communication

- all members have the responsibility to communicate the decisions and policies agreed by the Action Forum (except those that are confidential) to all interested parties.

Dealing with press and media

- members should seek guidance from the Chair (and in the Chair's absence, the Deputy Chair or Director) before providing any comments to press or media.

Roles and Responsibilities of the Executive (Chair and Vice Chair)

The person chairing the meeting has a legal duty to

- ensure that he or she has been properly appointed as Chair;
- act in the interests of the organisation as a whole;
- ensure that the requirements and procedures in the governing documents and standing orders are followed;
- ensure that the meeting has been properly convened and proper notice has been given;
- ensure that the rules relating to quorum are followed;
- take the business in the order set out in the notice of the meeting of the agenda, unless a majority of members present agree the order can be changed;
- ensure that no business is transacted unless it is within the scope of the notice which has been given;
- ensure that when discussing any matter, the members keep their remarks to that piece of business;
- clearly state resolutions, ensure that voting is properly carried out, and declare the results of voting;
- organise a poll (counted vote) if one is demanded;
- keep order;
- adjourn the meeting properly, if adjournment is necessary;
- ensure that the meeting is minuted and any decisions recorded; and

- ensure that there is a clear end to the meeting.

The person chairing the meeting has the right to insist that a disorderly or abusive person leaves the meeting and to call the police if necessary.

The roles and responsibilities of the Deputy Chair are to undertake all of the above in the absence of the Chair.

On occasions when both the Chair and Deputy Chair are absent, the members at the meeting may elect any member present to chair the meeting.

Sub committees

During the period from 1 April 2004 until 9 January 2005 sub-committee structure was

- Executive Committee of Head Teachers;
- Personnel Sub Committee; and
- Finance Sub Committee.

The Head Teachers and Schools Representatives Sub Committees became defunct in April 2002 in order that school representatives could have a more responsible role in the decision making process.

Programme management

To ensure sustainability, responsibility for the management and day to day running of the Foundations to Construction programme transferred to the Young Persons Opportunities Project on 1 September 2004. Due to changes in national funding allocations the Children's Fund Project was not granted a funding extension beyond the initially agreed allocation.

Michelle Pearson began a period of sick leave on 1 December 2003 and returned to work in April. Michelle Pearson tendered her resignation with effect from 7 June 2004.

Transformation of Speke Garston EAZ – In accordance with DFES guidelines an independent, comprehensive and transparent consultation process has been undertaken. Liverpool LEA has agreed to be the Nominated Successor Body of Speke Garston Education Action Zone.

During the year 2004-2005 the staffing structure was as follows

Programme Director	Lyn Pender
Strategic Director	Pauline Mylchreest
Development Director	Michelle Pearson (up to 7 June 2004)
Development Manager	Jo Young
Children's University Co-ordinator	Dot Murphy
Education Consultant	Jill Murphy
Strategic Officer	Lynne Ning
Administration Officer	Nikki Russell
Business and PR Manager	Sally Boyd
14-19 Consultant	Sharon Moore
Finance and Programme Co-ordinator	Verinder Associates

Foundations to Construction Team (co-financed by European Social Fund)

Project Manager	Jo Young
Trainer/Assessor Joiner	Paul Rummens (to 31 August 2004)
Trainer/Assessor Bricklayer	Steve O'Donnell (to 31 May 2004)
Classroom Support	Kim Owen (to 31 August 2004)

Children's Fund Team (co-financed by the Children's Fund)

Transition Teacher	Lisa Sharrock (to 31 August 2004)
Transition Teacher	Michelle Rimmer (to 31 March 2004)
Transition Teacher	Heather Yates (31 August 2004)

Principal activities

The sole activity of the Action Forum is the operation of the Speke Garston Education Action Zone. The overarching aim of the Action Form is

"to promote an opportunity for the people of Speke Garston to achieve a 21st Century lifelong learning environment, by drawing on the abilities and commitment of pupils, parents, governors, teachers and business to raise educational attainment and the quality of teaching and learning in the staff room"

In accordance with the School Standards and Framework Act the Forum has adopted the revised 2002-2003 Action Plan, which was submitted to the Department for Education and Skills on 31 March 2002 and was praised by DfES for its detail and planning content. The Action Plan was awarded full approval by the DfES. The Action Plan specifies, amongst other things, the EAZ activities that will significantly raise levels of achievement by maximising the progress of each child in the Education Action Zone.

The principal activity of the Action Forum is to improve standards in teaching and learning within the schools that are part of its Education Action Zone. The three strategic priorities for the Speke Garston Education Action Zone are

- developing teaching and learning to embed EAZ good practice;
- developing aspirational pupils through social inclusion; and
- developing an enriched educational culture through the establishment of creative and sustainable partnerships.

Developments, activities and achievements

Several Good Practice guides have been written and published by Speke Garston EAZ. One illustrates Work Related Learning Opportunities for all key stages through a series of case studies and project guides, another called 'Your Choice' is in the form of a resource pack which aims to help community partners tackle anti-social behaviour. Both publications were produced with the help of business and community partners and have been distributed widely. The Academy Programme which addresses skill gaps identified by business partners and prepares young people for the world of work saw the first cohort of students obtaining employment with the EAZ's partner, Marriott Hotels. The EAZ and Marriott Hotels were jointly awarded a highly commended National Training Award at a regional ceremony for the Academy Programme. The Academy programme has now been extended and in the academic year 2004-2005 there are three academies Marriott, SiREN (NHS) and Capital Bank. One of the Zones secondary school is now managing the programme on behalf of the Zone and the other schools.

An extensive professional development programme, including inset and coaching, was delivered to school staff called 'Mind Friendly Learning'. Its key aims were to improve learning and teaching and to promote the personalised learning agenda in Zone schools. All staff on the programme produced Action Research modules, which directly linked to classroom practice and were shared with all schools across the Zone. Accreditation with John Moores Liverpool University is being sought for the work completed by the teachers who attended the Mind Friendly Programme. Speke Garston EAZ has continued to work with the National Children's University team to further embed and extend Children's and Youth University programmes within EiC programmes.

Partnership working

The Education Action Zone is working closely with its partnership schools to achieve the Action Forum's objectives. The schools listed below collectively constitute the Education Action Zone under the name of Speke Garston Excellent Action Zone.

Secondary School	Postcode	DfES No
New Heys Community Comprehensive School (A Business & Enterprise Specialist College)	L19 4TN	4428
Parklands High School	L24 2RZ	4431
St Benedict's College – formerly St John Almond Catholic High School (Sept 2004)	L19 5PF	4788
South Liverpool Pupil Referral Unit	L19 2LX	
Primary Schools		
Banks Road Primary School	L19 8JZ	2008
Garston C of E Primary School	L19 5NS	3302
Gilmour Infants School	L19 9AR	2064
Gilmour Junior School	L19 1RD	2063
Holy Trinity Catholic Primary School	L19 8JY	3514
Middlefield Primary School	L24 7RZ	2170
Springwood Heath Primary School	L19 4TL	2065
St Christopher's Catholic Primary School	L24 0SN	3024
St Francis of Assisi Catholic Primary School	L19 1RT	3510
Stockton Wood Primary School	L24 3TU	2238

The Extended School Partnership and Specialist Schools Trust

Scottish Power Learning, Eli Lilly, Jaguar, the New Mersey Shopping Park are the key business sponsors of the Action Forum and will assist the Action Forum to achieve its objectives until 9 January 2005.

The community partners of the Zone are Arts in Regeneration Speke Garston, Speke Training and Education Centre, Young Person's Opportunity Project, South Liverpool Regeneration and a parents' representative.

The public sector partners of the Zone are Careers Decisions, South Liverpool Housing, and Liverpool City Council and Liverpool University.

Operating and financial review

The financial statements have been prepared in accordance with the current statutory requirements and the Forum's governing documents.

The Action Forums income has been obtained from

- DfES funding of £1,234,284;
- Other Government Grants of £64,593;
- Private Sector match (cash) of £5,614;
- Private Sector match (in kind) of £212,098; and
- Other Income of £25,864.

Most of the Education Action Zone's funding was restricted to initiatives agreed with the DfES and the private sector.

From 1 April 2004 to 9 January 2005 the Education Action Zone received private sector donations from

In Kind	Cash
ASDA Hunts Cross	GlaxoSmithKline
Barclays New Futures	Merseytravel
Bluestone PLC	South Liverpool Housing
C 3 Imaging	
C & R Foundation	
Capital bank	
Chester Zoo	
CITB – Construction Skills	
Classic Couverture	
Eli Lilly & Co Limited	
Everton Football Club	
First North Western	
GlaxoSmithKline	
Granma's (Vission Quest)	
HBOS Foundation	
Hercules	
Jaguar	
Jarvis	
Liverpool John Lennon Airport	
Local Businesses	
Marriott Hotel	
McDonalds	
Merseytravel	
New Mersey Park	
Northern Vision	
PS Gorman	
School Calenders	
Scottish Power Learning	
South Liverpool Housing	
T A Training	
Variety Club of Great Britian	
Wilkinson Trust	
YHA / Provident	
Your Learning	

Expenditure for the period was covered by grants from the DfES and private sector contributions. During this period, an excess of income over expenditure on resources was achieved resulting in a surplus of £22,050.

Fund review

When the EAZ ceased to operate on 9 January 2005 its fund balances were nil. Fund balances existing prior to this date were utilised in fulfilment of the Zones objectives. Immediately prior to cessation £47,830 was transferred to Liverpool LEA which has been nominated as successor body committed to overseeing any outstanding matters. To achieve its Action Plan objectives the EAZ remained dependent on the provision of grants from both the DfES and commercial sponsors.

Disabled persons

In line with good practice, the policy of the Action Forum is to support the employment of disabled persons both in the recruitment and by retention of employees who become disabled whilst in the employment of the Action Forum, as well as generally through training and career development.

Reserves policy

The Forum cannot build up restricted reserves of DfES grant as the Department requires that this grant should be applied in the year in which it is received. Where the Forum has earned unrestricted income (e.g. bank interest), it is the Forum's policy to apply these reserves to its general activities.

Post balance sheet events

The Zone ceased all activities at the end of statutory life on 9 January 2005. At this date it transformed into the Speke Garston Excellence in Cities EAZ. Expenditure for the period ended 9 January 2005 included redundancy costs of £2,430 and early retirement benefit costs of £NIL due to redundancy relating to two members of staff, together with payments in lieu of notice of £5,667, and retention costs of £7,743.

Risk management

In 2001 the Trustees carried out a detailed review of the charity's activities and produced a comprehensive strategic plan setting out the major opportunities available to the charity and the risks to which it is exposed. The Trustees monitor progress against the strategic objectives set out in the plan at each quarterly meeting and a review of the plan is carried out annually including in 2003-2004. As part of this process, the Trustees have implemented a risk management strategy which comprises

- an annual review of the risks which the charity may face;
- the establishment of systems and procedures to mitigate those risks identified in the plan; and
- the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise.

Statement on Internal Control

a Maintenance of internal controls

As Trustees, we have responsibility for maintaining a sound system of internal control that supports the achievement of the Forum's policies, aims and objectives whilst safeguarding the public funds and assets for which we are responsible, in accordance with the responsibilities assigned to us in our Financial Memorandum and Government Accounting.

The system of internal control is designed to manage rather than eliminate the 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 the achievement of Forum policies, aims and objectives, to evaluate the nature and extent of those risks and to manage them efficiently, effectively and economically.

This process has been in place for the period ended 9 January 2005 and up to the date of approval of the annual report and accounts and accords with Treasury guidance.

b Review of controls

As Trustees, we also have responsibility for reviewing the effectiveness of the systems of Internal Control. In 2001 the Forum established the following processes

- identification of the Forum's objectives and key risks. The Forum is expected to have carried out a detailed review of its activities and produced a comprehensive strategic plan setting out the major opportunities available to it and the risks to which it is exposed;
- the establishment of systems and procedures to mitigate the risks identified in the plan. This should include systems to ensure compliance with specific regulations or procedures laid down by central government department;
- the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise;
- procedures for monitoring progress against the strategic objectives set out in the plan at regular meetings (eg quarterly);
- an annual review of the plan, including a review of the risks which the Forum may face; and
- the allocation of risk ownership, including the role of the Forum, sub-committees and Project Director.

The Forum ensured the continuation of good practice achieved by the Zone by

- the separation of staff duties where possible e.g. Purchase Orders require the signatures of two members of staff, neither of whom are authorised to sign cheques;
- cheques require two signatories at least one of whom must be a member of the Forum; and
- the Zone keeps a register of all gifts received by EAZ staff.

Our review of the effectiveness of the system of internal control is informed by comments made by the external auditors in their management letter and other reports.

As the Forum ceased on 9 January 2005 the system of internal control reflected the requirement to identify, evaluate and mitigate the principal risks associated with closure, including

- Loss of key staff.

Statement of Trustees' responsibilities for the Financial Statements

Under Schedule 1 of the School Standards and Framework Act 1998, the Trustees are required to prepare financial statements for each financial period in the form and on the basis determined by the Secretary of State with the approval of the Treasury. In preparing these financial statements, the Trustees have

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- followed applicable accounting standards; and
- prepared the financial statements on the basis that the Forum's activities were ceasing.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Forum and enable them to ensure that the financial statements comply with the Accounts Direction given by the Secretary of State for Education and Skills, with the approval of HM Treasury. They are also responsible for safeguarding the assets of the Forum and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have a responsibility to ensure that the Forum's accounting records and systems of internal financial control for the relevant financial period comply with the obligations placed on the Forum by the Secretary of State for Education and Skills.

Auditors

The auditor, the Comptroller and Auditor General, is appointed under the terms of the 1998 School Standards and Framework Act.

Approval

The report of the Trustees was approved on 5 September 2005 and signed on its behalf by

DM Auton
Chair (on behalf of the Trustees)

The Certificate and Report of the Comptroller and Auditor General to the Houses of Parliament

I certify that I have audited the financial statements on pages 16 to 29 under the School Standards and Framework Act 1998. These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on pages 20 to 21.

Respective responsibilities of the Trustees and Auditor

As described on page 13, the Trustees are responsible for the preparation of the financial statements and for ensuring the regularity of financial transactions. The Trustees are also responsible for the preparation of the Trustees' Annual report. My responsibilities, as independent auditor, are established by statute and I have regard to the standards and guidance issued by the Auditing Practices Board and the ethical guidance applicable to the auditing profession.

I report my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the School Standards and Framework Act 1998 and directions made thereunder by the Secretary of State for Education and Skills, whether in all material respects the expenditure and income have been applied to the purposes intended by Parliament and whether the financial transactions conform to the authorities which govern them. I also report if, in my opinion, the Trustees' Annual report is not consistent with the financial statements, if the Forum has not kept proper accounting records, or if I have not received all the information and explanations I require for my audit.

I review whether the statement on page 12 reflects the Forum's compliance with HM Treasury's guidance 'Corporate governance: statement on the system of internal control'. I report if it does not meet the requirements specified by the Treasury, or if the statement is misleading or inconsistent with other information I am aware of from my audit of the financial statements. I am not required to consider, nor have I considered whether the Forum's Statement on Internal Control covers all risks and controls. I am also not required to form an opinion on the effectiveness of the Zone's corporate governance procedures or its risk and control procedures.

Basis of audit opinion

I conducted my audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Zone's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by error, or by fraud or other irregularity and that, in all material respects, the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. In forming my opinion I have also evaluated the overall adequacy of the presentation of information in the financial statements.

Following the passing of the Speke Garston Education Action Zone (Dissolution) Order 2005, the Zone ceased to exist with effect from 10 January 2005. Accordingly, as explained in the Trustees' report and Note 1 to the accounts, the financial statements have been prepared on the basis that the Zone is no longer a going concern. My opinion is not qualified in this respect.

Opinion

In my opinion

- the financial statements give a true and fair view of the state of affairs of the Speke Garston Education Action Zone at 9 January 2005 and of its incoming resources, application of resources and cash flows for the period then ended and have been properly prepared in accordance with the School Standards and Framework Act 1998 and directions made thereunder by the Secretary of State for Education and Skills; and
- in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

I have no observations to make on these financial statements.

John Bourn
Comptroller and Auditor General

6 February 2006

National Audit Office
157-197 Buckingham Palace Road
Victoria
London SW1W 9SP

Statement of Financial Activities for the period ended 9 January 2005

	Notes	Unrestricted funds	Restricted funds		Total Period ended 9 January 2005	Total Year ended 31 March 2004
		£	DfES £	Other £	£	£
Incoming resources						
Grants receivable	2-4	0	1,234,284	64,593	1,298,877	1,156,921
Private sector contributions	5	0	0	217,712	217,712	306,738
Public sector contributions	5	0	0	0	0	0
Investment income	6	4,033	0	0	4,033	3,795
Other income	6	14,307	0	7,524	21,831	42,023
Total incoming resources		18,340	1,234,284	289,829	1,542,453	1,509,477
Resources expended						
Costs of generating funds (e.g. fundraising publicity)		0	0	0	0	0
Net incoming resources for charitable expenditure		18,340	1,234,284	289,829	1,542,453	1,509,477
Developing teaching and learning	7	0	269,805	60,938	330,743	550,351
Developing aspirational pupils through social inclusion	7	0	499,144	69,292	568,436	487,343
Enriching culture and developing partnerships	7	0	316,959	159,599	476,558	380,698
Gifted and talented summer school	7	0	0	0	0	13,238
Management and administration	7	8,480	105,758	0	114,238	106,610
Total charitable expenditure		8,480	1,191,666	289,829	1,489,975	1,538,240
Costs of termination of operations	9	0	30,428	0	30,428	0
Total resources expended		8,480	1,222,094	289,829	1,520,403	1,538,240
Net incoming/(outgoing) resources		9,860	12,190	0	22,050	(28,763)
Transfers between funds		(9,860)	9,860	0	0	0
Net movement in funds		0	22,050	0	22,050	(28,763)
Fund balances brought forward 1 April 2004		0	(22,050)	0	(22,050)	6,713
Fund balances carried forward as 9 January 2005	20,21	0	0	0	0	(22,050)

The Statement of Financial Activities analyses all the capital and income resources and expenditures of the EAZ during the period and reconciles the movements in funds. There is no difference in the net movement of funds stated above and its historical cost equivalent. All items dealt with in arriving at the net movement in funds for 2004-2005 relate to discontinued operations.

Further analysis of the income and expenditure for the year is shown on page 17 and the overall financial position at the period end is summarised in the balance sheet on page 18.

The notes on pages 20 to 29 form part of these accounts.

Income and Expenditure Account for the period ended 9 January 2005

	Notes	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Income			
DfES EAZ grant	2	1,234,284	825,774
Other DfES grants	3	0	19,000
Other government grants	4	64,593	312,147
Private sector contributions	5	217,712	306,738
Public sector contributions	5	0	0
Investment income	6	4,033	3,795
Other income	6	21,831	42,023
Total incoming resources		1,542,453	1,509,477
Expenditure			
DfES EAZ recurrent grant expenditure	7	1,234,284	825,774
Other DfES grant expenditure	7	0	19,000
Other government grant Expenditure	7	64,593	312,147
Other expenditure	7	191,098	381,319
Total charitable expenditure		1,489,975	1,538,240
Costs of termination of operations	9	30,428	0
Total resources expended		1,520,403	1,538,240
Excess(deficit) of income over expenditure		22,050	(28,763)
Net transfers to/from Funds			
DfES EAZ fund	20	22,050	(22,050)
Other restricted funds	20	0	0
Unrestricted funds	21	0	(6,713)
		22,050	(28,763)

The Income and Expenditure Account is derived from the Statement of Financial Activities on page 16 which, together with the notes to the accounts on pages 20 to 29 provide full information on the movements during the period on all the funds of the Forum.

All items dealt with in arriving at the excess of income over expenditure for 2004-2005 relate to discontinued operations.

The Forum has no recognised gains and losses other than those included in the above results and therefore no separate statement of total recognised gains and losses has been presented.

The notes on pages 20 to 29 form part of these accounts.

Balance Sheet as at 9 January 2005

	Notes	9 January 2005		31 March 2004	
		£	£	£	£
Fixed assets					
Tangible assets	13		0		0
Current assets					
Debtors and prepayments	16	0		50,181	
Cash at Bank and in hand		0		61,861	
				<u>112,042</u>	
Creditors: amounts falling due within one period	17	0		<u>134,092</u>	
Net current assets/(liabilities)			0		(22,050)
Deferred income	18		0		0
Net assets			<u>0</u>		<u>(22,050)</u>
Funds					
Restricted funds	20		0		0
Unrestricted funds	21		0		(22,050)
			<u>0</u>		<u>(22,050)</u>

The financial statements were approved by the Forum on 5 September 2005 and signed on its behalf by

DM Auton
Chair

The notes on pages 20 to 29 form part of these accounts.

Cash Flow Statement for the period ended 9 January 2005

	Note	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Net cash inflow/(outflow)			
<i>Receipts</i>			
Recurrent EAZ grant received from DfES		1,234,284	825,774
Other receipts from DfES		0	19,000
Receipts from central or local government		99,491	325,911
Private sector sponsorship		5,614	36,996
Public sector sponsorship		0	0
Other receipts		27,800	30,226
		1,367,189	1,237,907
<i>Payments</i>			
Staff costs		(302,170)	(381,401)
Other cash payments		(1,130,913)	(780,866)
		(1,433,083)	(1,162,267)
Net cash inflow/(outflow) from operating activities	26	(65,894)	75,640
Returns on investments and servicing of finance			
Interest received		4,033	3,795
Interest paid		0	0
		4,033	79,435
Capital expenditure			
Purchase of tangible fixed assets		0	0
Receipts from sale of tangible fixed assets		0	0
Transfer to schools of tangible fixed assets		0	0
Financing			
Deferred grant received		0	0
Increase/(decrease) in cash in the period		(61,861)	79,435

The notes on pages 20 to 29 form part of these accounts.

Notes to the Financial Statements

1 Accounting policies

Format of accounts

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom, the Statement of Recommended Practice (SORP 2000), 'Accounting and Reporting by Charities' published in October 2000 and the Charities Act 1993. The Zone has departed from the EAZ accounts template, as the format adopted gives a more relevant picture of the activities of Speke Garston Education Action Zone, however the accounts remain compliant with the charities statement of recommended practice. A summary of the principal accounting policies, which have been applied consistently, is set out below.

Basis of accounting

The Forum came to the end of its statutory five year life on 9 January 2005. The Trustees therefore consider it inappropriate to prepare the financial statements on a going concern basis and have reflected this in drawing up the accounts.

Recognition of income

The annual Speke Garston Education Action Zone grant from the DfES, which is intended to meet recurrent costs and, where specified, to purchase fixed assets, is credited direct to the income and expenditure account as restricted income. Miscellaneous income is credited direct to the income and expenditure account as unrestricted income, as the Forum has discretion in how to apply such resources to meet its objectives.

Contributions in Kind

In accordance with the Accounts Direction provided by the Department for Education and Skills an income value is attributed to Contributions in Kind from business. These contributions are brought into the accounts at a reasonable estimate of their value to the Forum in the period in which they are receivable. As all gifts in kind represent expenditure which the Forum would have had to incur, a notional expenditure charge is recorded equal to the value of the Contribution in Kind to the Forum.

Grants receivable

Where other grants have been received, these are credited to the income and expenditure account as restricted income.

Investment income and interest receivable

Investment income and interest receivable are included in the financial statements on an accruals basis, and are stated inclusive of related tax credits.

Management and administration

Management and administration costs include expenditure on the administration of the charity and compliance with constitutional and statutory requirements, and an appropriate apportionment of indirect costs.

Allocation of cost between direct provision of education and other expenditure

In accordance with the charities SORP expenditure has been analysed between charitable and other expenditure. The only activity undertaken by the Speke Garston Education Action Zone. Items of expenditure which involve more than one cost category have been apportioned on a reasonable, justifiable and consistent basis for the cost category concerned, these include

Cost category

Staff costs

Basis of apportionment

Time spent

Tangible fixed assets

Tangible fixed assets, which cost more than £2,500, acquired since the Forum was established are included in the accounts at cost.

Assets purchased for use by Zone Schools have been gifted to the schools. The costs are treated as expenditure in the year and are accordingly not recorded on the Zone Balance Sheet.

Leased assets

There are no Leased Assets included in the Accounts.

Resources expended

Items are included as direct charitable expenditure where, in the view of the Forum, the activities relate to staff costs incurred when in direct contact with pupils.

Investments

Fixed assets investments are included at their market value.

Current asset investments are included in the balance sheet at the lower of their original cost and net realisable value.

Stocks

The Zone does not have any stocks.

Funds

The Forum has not designated any funds. Fund balances existing immediately prior to the Zone's closure were transferred to Liverpool City Council to meet outstanding liabilities as directed by the Secretary of State for Education and Skills.

Taxation

The Forum is an exempt charity and as such is exempt from Income and Corporation Taxes under the provisions of the Income and Corporation Taxes Act 1988. The cost of Value Added Tax incurred by the Forum has been included in the Income and Expenditure Account.

Pensions

The full cost of the Forum's pension contribution on behalf of its employees is recognised in the year those contributions are made.

2 DfES EAZ grant

	Period ended 9 January 2005 £	Year ended 31 March 2004 £
DfES grant received in period	1,234,284	825,774
Carry over from previous period	0	0
Total grant available to spend	1,234,284	825,774
Spent in the period	1,234,284	825,774
Underspent grant in period	0	0
Maximum permitted carry over level		75,762
Excess Grant to Surrender		0

The Trustees have not calculated a maximum permitted carry over level as the Zone is no longer a going concern.

3 Other DfES grants

	£	£
Standard funds	0	10,000
Gifted and Talented Summer School	0	9,000
	0	19,000
Actual expenditure deployed on revenue items	0	19,000
Underspent grant	0	0

4 Other government grants

Learning & Skills Council	0	74,902
European Social Fund	16,402	65,998
Neighbourhood Renewal Fund	48,191	100,635
Childrens Funds	0	70,612
	64,593	312,147

5 Business contributions

	Period ended 9 January 2005			Year ended 31 March 2004
	Cash £	Kind £	Total £	Total £
Private sector contributions				
Aintree Racecourse	0	0	0	1,080
Argos Stores	0	0	0	1,920
Asda Hunts Cross	0	3,121	3,121	2,080
B & Q Store	0	0	0	50
Bank of Scotland	0	0	0	2,190
Barclays New Futures	0	4,000	4,000	12,000
Bluestone PLC	0	385	385	0
BT Roadshow	0	0	0	6,000
C 3 Imaging	0	1,050	1,050	0
C & R Foundation	0	1,548	1,548	0
Cambridge University Press	0	0	0	13

	Cash £	Kind £	Period ended	Year ended
			9 January 2005 Total £	31 March 2004 Total £
Private sector contributions (continued)				
Capital Bank	0	2,246	2,246	2,500
Chester Zoo	0	16,139	16,139	32,500
CITB - Construction Skills	0	525	525	0
Classic Couverture	0	400	400	0
David Lloyd Leisure	0	0	0	175
Easy Teach	0	0	0	60
Eli Lilly & Co Limited	0	850	850	0
Everton Football Club	0	140	140	0
First North Western	0	595	595	0
Foundations to Construction	0	0	0	7,780
Gilmour Juniors	0	0	0	9,279
GlaxoSmithKline	2,364	75,000	77,364	96,458
Grandma's (Vision Quest)	0	1,344	1,344	0
HBOS Foundation	0	500	500	0
Hercules	0	645	645	0
Holiday Hypermarket	0	0	0	160
Jaguar	0	39,679	39,679	2,208
Jarvis	0	385	385	0
LCP	0	0	0	314
Liverpool John Lennon Airport	0	3,460	3,460	8,735
Liverpool Sailing Club	0	0	0	4,995
Local Businesses	0	499	499	0
Marie's Hairdressing	0	0	0	2,000
Marriott Hotels	0	6,970	6,970	18,226
McDonalds	0	640	640	210
Merseytravel	3,000	1,744	4,744	2,212
New Mersey Park	0	1,340	1,340	3,383
Northern Vision	0	1,102	1,102	0
Parklands High School	0	0	0	3,800
P S Gorman	0	400	400	0
School Calenders	0	960	960	0
Scottish Power Learning	0	12,711	12,711	54,737
South Liverpool Housing	250	780	1,030	5,040
Smart Garston	0	0	0	4,560
Smart Speke	0	0	0	3,420
Springwood Heath	0	0	0	5,063
T A Training	0	3,600	3,600	0
Trafford Centre	0	0	0	160
United Utilities	0	0	0	150
Variety Club of Great Britain	0	25,500	25,500	0
Verinder & Associates	0	0	0	150
Wilkinson Trust	0	250	250	0
Woolton Day Nursery	0	0	0	5,760
YHA / Provident	0	1,000	1,000	0
Young Persons Opps	0	0	0	7,370
Your Learning	0	2,590	2,590	0
	<u>5,614</u>	<u>212,098</u>	<u>217,712</u>	<u>306,738</u>

6 Other income

	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Schools income	7,524	32,734
PCT use of facilities	8,480	8,889
EAZ consultancy	0	400
Miscellaneous	5,827	0
	21,831	42,023
Bank interest received	4,033	3,795
	25,864	45,818

7 Total resources expended

	Staff costs £	Other costs £	Total Period ended 9 January 2005 £	Total Year ended 31 March 2004 £
Developing teaching and learning	8,997	321,746	330,743	550,351
Developing aspirational pupils through social inclusion	144,824	423,612	568,436	487,343
Enriching culture and developing partnerships	54,596	421,962	476,558	380,698
Gifted and talented summer school	0	0	0	13,238
Management and administration	62,279	51,959	114,238	106,610
Costs of termination of operations	15,840	14,588	30,428	0
	286,536	1,233,867	1,520,403	1,538,240
Of which				
DfES grant expenditure	286,536	947,748	1,234,284	825,774
Other DfES grant expenditure	0	0	0	19,000
Other government grant expenditure	0	64,593	64,593	312,147
Other expenditure	0	221,526	221,526	381,319
	286,536	1,233,867	1,520,403	1,538,240

Sponsors have made cash contributions to Zone schools totalling £54,000, during the period (2003-2004 = £78,668). These amounts are included as Income and Expenditure Contributions in Kind in the Zone's accounts.

In the period ended 9 January 2005 the Zone paid the following grants to Schools

School	Developing teaching and learning £	Developing aspirational pupils through social inclusion £	Enriching culture and developing partnerships £	Management and administration £	Total period ended 9 January 2005 £
Banks Road Primary School	0	10,000	1,930	0	11,930
Garston C of E Primary School	0	2,970	13,675	0	16,645
Gilmour Infant School	785	10,000	2,655	0	13,440
Gilmour Junior School	10,000	0	3,080	0	13,080
Holy Trinity Primary School	0	10,000	2,666	0	12,666
Middlefield Primary School	0	10,000	1,186	1,763	12,949
New Heys Community Comprehensive School	4,500	10,208	25,497	0	40,205
Parklands High School	1,615	10,225	6,057	0	17,897
Springwood Primary School	0	27,077	4,875	0	31,952
St Benedicts College – Formerly St John Almond Catholic High School	11,415	7,030	14,088	0	32,533
St Christophers Catholic Primary School	0	35,741	1,400	0	37,141
Stockton Wood Primary School	500	0	13,799	0	14,299
Total	28,815	133,251	90,908	1,763	254,737

8 General expenditure

Included in Expenditure in the Income and Expenditure Account and in other costs above are

	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Educational supplies and services	1,189,995	1,094,396
Monitoring and evaluation	7,000	7,000
Premises costs	31,122	47,133
Auditor's remuneration	5,750	5,750
	1,233,867	1,154,279

9 Costs of termination of operations

	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Staff Costs arising from Zone closure	15,840	0
Costs of post Zone services provided by nominated successor body	0	0
Amounts transferred to nominated successor body to meet residual Zone liabilities	47,830	0
Transformation consultants	14,588	0
	78,258	0

The cost of termination of operation in this note differs from that disclosed elsewhere in the accounts due to the inclusion of the amounts transferred to the nominated successor body to meet the Zone's residual liabilities. As these residual liabilities relate to normal non-closure expenses they have not been disclosed as cost of termination of operations elsewhere in the accounts.

10 Staff costs

The average number of persons (including senior postholders) employed by the Education Action Zone during the period expressed as full time equivalents was

Management	2	2
Administration	1	1
Teachers	4	8
Non-teaching staff	3	3
	10	14

Staff costs for the above persons

	Period ended 9 January 2005 £	Year ended 31 March 2004 £
Wages and salaries	229,139	323,325
Social security costs	28,665	35,549
Other pension costs (see note 19)	12,892	25,087
Costs associated with Zone closure	15,840	0
Total staff costs	286,536	383,961

Costs associated with Zone closure comprised retention payments of £7,743, redundancy costs of £2,430, payments in lieu of notice of £5,667 and early retirement costs of £NIL.

No employees earned more than £50,000 during the period to 9 January 2005. (Year to 31 March 2004 no employees earned more than £50,000)

11 Emoluments of Trustees

The Trustees of the Forum did not receive any payment from the Forum, nor did they have any interests in transactions.

Travel and subsistence expenses reimbursed in the period to 9 January 2005 totalled £NIL.

12 Trustees and officers insurance

In accordance with normal commercial practice the Forum has purchased insurance to protect Governors and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Forum business. The Forum also insures against any losses of money or goods resulting from fraud or dishonesty by Forum employees. The insurance provided cover up to £250,000 on any one claim and the cost for 2004-2005 was £1,039 (2003-2004 = £945).

13 Tangible fixed assets

There were no Tangible fixed assets held during the period. (2003-2004 = £NIL).

14 Investments

There were no Investments held during the period. (2003-2004 = £NIL).

15 Stocks

There were no stocks of any significant value held at 9 January 2005.

16 Debtors

	9 January 2005	31 March 2004
	£	£
Trade debtors	0	46,934
Prepayments	0	3,247
	0	50,181

17 Creditors: amounts falling due within one year

	9 January 2005	31 March 2004
	£	£
Trade creditors	0	83,535
Taxation and social security	0	2,096
Sundry creditors	0	31,711
Accruals	0	16,750
	0	134,092

18 Deferred income

There was no deferred income at 9 January 2005.

19 Pension and similar obligations

	Period ended 9 January 2005	Year ended 31 March 2004
	£	£
Other pension costs comprise		
Defined benefit Schemes – regular cost	12,892	25,087

The Zone's employees belong to two principal pension schemes. Both schemes are defined benefits schemes, details of the two schemes are as follows

a Teachers' Pension Scheme (England and Wales)

Nature of scheme	Defined benefit
Zones contribution rate in 2004-2005	13.5%
Zones contribution in 2004-2005	£8,361

The Teachers' Pension Scheme is an unfunded multi-employer scheme. Contributions are based on valuations made by the Government Actuary. The actuary's last report was in March 2003 using data primarily from the period April 1996 to March 2001.

b Other Employees' Pensions

The Council pays a contribution on behalf of Speke Garston Education Action Zone into the Merseyside Pension Fund. The contribution rate is determined periodically by a qualified actuary, the last review being on 31 March 2004 at which time the preliminary results indicate that the scheme was 80% funded, and under Pension Fund Regulations is set to meet 100% of the liabilities of the Fund. The Merseyside Pension Fund is a multi-employer scheme therefore the Zone is unable to identify its share of the underlying assets and liabilities.

Nature of scheme	Defined benefit
Zones Contribution Rate in 2004-2005	14.5%
Zones Contribution in 2004-2005	£4,531

20 Restricted funds

The income funds of the EAZ comprise the following balances of grants to be applied for specific purposes

	Balance at 1 April 2004	Incoming resources	Expenditure gains, losses and transfers	Balance at 9 January 2005	Balance 31 March 2004
	£	£	£	£	£
DfES EAZ grant	(22,050)	1,234,284	1,212,234	0	(22,050)
Other government grants	0	64,593	64,593	0	0
Private sector contributions (in cash)	0	5,614	5,614	0	0
Private sector contributions (in kind)	0	212,098	212,098	0	0
Public sector contributions (in cash)	0	0	0	0	0
Public sector contributions (in kind)	0	0	0	0	0
Other income	0	7,524	7,524	0	0
	<u>(22,050)</u>	<u>1,524,113</u>	<u>1,502,063</u>	<u>0</u>	<u>(22,050)</u>

DfES EAZ grant must be used for the normal running costs of the EAZ including salaries and related costs, overheads, repairs and maintenance and insurance. The EAZ is allowed to carry forward up to 10% of the grant for programme expenditure and 2% of grant for administrative expenditure.

WRL scheme grant must be used in accordance with the instructions issued with the grant. Any unspent balance of this grant must be surrendered to the DfES at the period end.

21 Unrestricted funds

	Period ended 9 January 2005	Year ended 31 March 2004
	£	£
Brought forward at 1 April 2004	0	6,713
Excess of income over expenditure	9,860	4,195
Transfer to restricted funds	(9,860)	(10,908)
Carried forward at 9 January 2005	0	0

22 Analysis of net assets between funds

Fund balances at 9 January 2005 are represented by

	Unrestricted funds	Restricted funds	Period ended 9 January 2005	Year ended 31 March 2004
	£	£	£	£
Tangible fixed assets	0	0	0	0
Investments	0	0	0	0
Current assets	0	0	0	112,042
Current liabilities	0	0	0	(134,092)
Deferred income	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>(22,050)</u>

23 Capital commitments

Contracted for but not provided in the Accounts	NIL
Authorised by Trustees, but not yet contracted	NIL

24 Lease commitments

There were no leasing commitments during the period.

25 Contingent liabilities

As at 9 January 2005 there were no contingent liabilities (at 31 March 2004 contingent liabilities in respect of the Zone closure were estimated at £24,000 redundancy costs).

26 Reconciliation of net incoming resources to net cash inflow from operating activities

	Period ended	Year ended
	9 January	31 March
	2005	2004
	£	£
Net incoming/(outgoing) resources	22,050	(28,763)
Interest received	(4,033)	(3,795)
(Increase)/decrease in debtors and prepayments	50,181	15,236
Increase/(decrease) in creditors	(134,092)	92,962
Net cash inflow/(outflow) from operating activities	(65,894)	75,640

Accounts Direction given by the Secretary of State for Education and Skills, with the approval of the Treasury in accordance with the School Standards and Framework Act

- 1 Speke Garston Education Action Zone shall prepare accounts for the financial year ended 31 March 2000 and subsequent financial years comprising
 - a a Trustees' Report;
 - b a statement of financial activity, and an income and expenditure account;
 - c a balance sheet;
 - d a cash flow statement; and
 - e a statement of total recognised gains and losses,including such notes as may be necessary for the purposes referred to in the following paragraphs.
- 2 The accounts shall give a true and fair view of the income and expenditure and cash flows for the financial year, and the state of affairs as at the end of the financial year.
- 3 Subject to this requirement, the accounts shall be prepared in accordance with
 - a generally accepted accounting practice in the United Kingdom (UK GAAP), including the provisions of the Statement of Recommended Practice, Accounting by Charities. Forums shall not adopt Financial reporting Standards, Small Entities;
 - b the disclosure and accounting requirements contained in 'The Fees and Charges Guide' (in particular those relating to the need for appropriate segmental information for services or forms of service provided) and in other guidance which the Treasury may issue from time to time in respect of accounts which are required to give a true and fair view;Inssofar as these are appropriate to Speke Garston Education Action Zone and are in force for the financial year for which the statement of accounts is to be prepared.
- 4 The statement of financial activity, income and expenditure account and balance sheet shall be prepared under the historical cost convention. Assets and liabilities shall be included in the balance sheet at the following amounts
 - a fixed assets at cost (or valuation) less an appropriate provision for depreciation;
 - b fixed assets investments at market value;
 - c fixed assets (other than investments) at the lower of cost or net realisable value; and
 - d liabilities at their settlement value.
- 5 The value of contributions from business, both assets and services should be brought into account at a reasonable estimate of their value to the Forum, i.e. they should be valued at what it would have cost the Forum to have purchased the required asset or service itself.
- 6 This direction shall be reproduced as an appendix to the accounts.

Signed by authority of the Secretary of State for Education and Skills.

Barnaby Shaw
Head of Standards Division
Department for Education and Skills

26 February 2002

For further information about the National Audit Office please contact:

National Audit Office
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