



**UNIVERSITY OF BEDFORDSHIRE  
ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JULY 2023**

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## REPORT OF THE GOVERNORS

### 1. OVERVIEW OF THE YEAR FROM THE VICE CHANCELLOR AND CHIEF EXECUTIVE, PROFESSOR REBECCA BUNTING

Last year, I wrote about how 2021/22 had been a period of significant change and how the University had quickly adapted to a volatile external environment. While many of these challenges remain, the focus this year has been on pushing forward with our [Transforming Bedfordshire Strategy](#), now in its second year.

This new Annual Report accompanying the Financial Statements sets out the highlights and challenges of the year by telling the stories behind our work and demonstrating the difference the University is making locally, regionally, nationally and globally.

Our students continue to give positive feedback about their experiences, and we were very pleased to be placed mid-table in the Times Higher Education (THE) positivity ranking for the outcomes of the National Student Survey.

We were especially proud this year to install Sarfraz Manzoor as our new Chancellor. A renowned

## REPORT OF THE GOVERNORS

### 1. OVERVIEW OF THE YEAR FROM THE VICE CHANCELLOR AND CHIEF EXECUTIVE, PROFESSOR REBECCA BUNTING (CONTINUED)

Higher Education is very much under political and public scrutiny at this time: constrained funding, new conditions of registration, greater competition for students, skills needs in the economy, the impact of cost of living increases - all have a major impact on what we do. Our University is well-placed to deal with these and many more challenges. We are

## REPORT OF THE GOVERNORS

### 2. WELCOMING OUR NEW CHANCELLOR, SARFRAZ MANZOOR

In February 2023, we announced that the author, broadcaster and screenwriter, Sarfraz Manzoor, had been appointed as our new Chancellor.

Sarfraz was born in Pakistan and grew up in Luton. In recent years, he has received critical acclaim for his writing which has often reflected on identity, belonging and the challenges and opportunities of multiculturalism. He gained international recognition when his memoir '*Greetings from Bury Park*' (2007), which described his childhood growing up in Luton in a British-Pakistani family, was adapted into the 2019 feature film '*Blinded by the Light*'. Following his appointment, Sarfraz spoke about how he looks forward to being able to give something back to the town that has given him so much.

## REPORT OF THE GOVERNORS

### 3. WHO WE ARE AND WHAT WE DO

**Our vision is to be ‘a vibrant, ambitious, academic community, celebrating diversity and the transformative power of education’.**

#### **Our values**

We believe that our values are lived and must be owned throughout the University community.

We have 12 values that have been shaped by our staff and students:

<b>Education</b>	We believe in higher education as life changing and world changing
<b>Ambition</b>	We are ambitious for our staff and our students and the University
<b>Inclusion</b>	We are proud to be a diverse and global community
<b>Excellence</b>	We will be excellent in all aspects of our work
<b>Compassion</b>	We are compassionate and caring and value all members of our community
<b>Honesty</b>	We behave ethically and with integrity
<b>Development</b>	We nurture talent, innovation and creativity
<b>Agility</b>	We are flexible and responsive in our systems and processes
<b>Collaboration</b>	We are positive about collaboration, internally and with partners
<b>Community</b>	We are an anchor institution and will work to benefit our communities
<b>Success</b>	We celebrate the achievements of our students, staff and alumni
<b>Sustainability</b>	We have a strong and evidenced commitment to environmental sustainability

## REPORT OF THE GOVERNORS

### 4. OUR STRATEGIC GOALS

**We have nine ambitious goals to transform Bedfordshire.**

Experience	We will be a values driven university, with a high-performance culture, providing an excellent student and staff experience in a vibrant and diverse academic community.
Success	We will be a leading university for student opportunity and success, supporting students to achieve their best outcomes and preparing them for successful graduate level employment.
Aspirations	We will enable students to thrive academically and personally, providing support for their needs and aspirations.
Teaching	We will deliver inspiring, expert and innovative teaching which is student focussed, inclusive, provides challenge and leads to quality improvement.
Impact	Our research and innovation will enhance our reputation and make a positive impact on our teaching and our economic and civil role.
Global	We celebrate the global community of the

## REPORT OF THE GOVERNORS

### 5. HIGHLIGHTS FROM THE YEAR

#### **Taster research placements enrich and inspire local students**

Over the summer, Year 12 students from disadvantaged backgrounds were given the chance to get involved in research projects to inspire and support their development in a chosen field. The Nuffield Research programme provides hands-on opportunities for young students to make supervised contributions towards a host organisation's research-based work in areas such as science, social science, computing, technology, engineering and maths. The University has been working with the Nuffield Research Programme for more than a decade to offer local students practical experience of what university study is like and how it can open up career options.

#### **New academy launched to enhance student experience**



**REPORT OF THE GOVERNORS**

**5. HIGHLIGHTS FROM THE YEAR (CONTINUED)**



## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### **Sustainability and the Environment**

Our vision for sustainability is to eliminate carbon emissions; reduce waste and water consumption; cultivate education and research for sustainability among stakeholders within and beyond the University and share our good practices.

Sustainability is integrated into every aspect of our organisation, from our campuses to our community and international partnerships. It is a fundamental part of our strategies, plans and daily campus operations, and has become a way of life for us. Our efforts have been recognised by the People and Planet University Green League, where we placed first in England and second in the UK.

Over the last 12 months, our sustainability and environment policies have helped us achieve the following:

- Reducing our carbon dioxide emissions by 23%.

- Achieving platinum-level certification in the Eco-Campus Environmental Management System standard – an international

## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

Our five enabling strategies continue to drive forward our Transforming Bedfordshire Strategy. The following pages set out our progress within each of these areas over the last year, featuring highlight stories and achievements.

#### **Education and Student Experience**

The Education and Student Experience Strategy takes a leading role in making the University a vibrant, ambitious academic community, celebrating diversity and the transformative power of education. The strategy sets out how it will achieve this through five commitments:

1. Teaching and Assessment
2. Co and extra-curricular experience
3. Helping students to thrive
4. Setting students up for success
5. Supporting sustainability

#### **Huge progress with transforming our learning, teaching and assessments**

The past 12 months have seen good progress with our Curriculum Change Programme (CCP) which sets out the strategic direction for our teaching, learning and assessment and defines how programmes of study should be designed, developed and delivered.

The CCP aims to allow quick changes to be made, resulting in more immediate successes at course and at University level.

An important aspect of this programme is how we work with students as partners to develop and enhance provision. We do this through the Student Experience Leaders Scheme and our Student Voice Framework, which was developed in partnership with the Students' Union and Student Experience Directorate. The programme has three strands – inclusivity, mental wellbeing and employability – and has a strong focus on real-world employment and sustainability in the curriculum.

In the past year, we adapted our approach to blended learning, with 25% of scheduled teaching per unit now delivered as digital learning. Our curriculum has been made even more inclusive by supporting students with mental health and enabling equality, diversity and inclusion. And we have ensured that challenge-based learning includes project and collaborative learning styles with assessments that are authentic to the real world of work. These improvements and enhanc.2(provem)7.m5868 g 7e68  
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## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### Education and Student Experience (*continued*)

**In our internal surveys, students were also positive about their induction and our learning support services:**

82% of 539 students who responded strongly agreed or agreed that their academic induction schedule was well organised and helped them prepare for the coming semester.

99% of 200 students who responded said they were satisfied with the services the Library provides.

#### **Other achievements in the last 12 months:**

Implemented the StREAM learning analytics pilot within the Health and Social Sciences Faculty to identify and support students with low engagement.

Made further enhancements to the Personal Academic Tutor scheme by introducing e:Vision as a tool to record meetings. This was complemented

## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### People and Culture

The People and Culture Strategy sets the direction to ensure we develop as a university that lives our

## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### People and Culture (*continued*)

All Aurora participants reported higher levels of self-confidence and motivation, improved networking skills and greater clarity about their career progression. Our Aurora alumni have a key role in setting up and running our women's staff network, delivering leadership training talks and events and mentoring colleagues. They are now part of a national community of more than 10,000 women who have completed the programme.

## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### **Internationalisation (*continued*)**

Our focus now is on attracting a more diverse student population from a broader range of countries and encouraging them to study a wider variety of subjects that will boost their employability in an ever-changing world. Alongside this, we have been working hard to ensure we remain fully compliant with UK Visa and Immigration (UKVI) regulations to retain our Highly Trusted Sponsor status.

Our strategy sets out how we can create stronger and more effective Transnational Education (TNE) partnerships. Currently, we have 17 TNE partnerships in 13 different countries, with partners in every continent except for Oceania. These partnerships not only generate income for the University but also offer opportunities for collaboration, provide students with a truly international experience and improve our global reputation and profile.

#### **A record year for international student applications**

The last financial year saw our biggest intake of international students for more than 10 years,



## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### **Infrastructure**

The Infrastructure Strategy sets out how the University will continue to enhance the student experience, make it easier for our colleagues to do their jobs well and minimise our impact on the environment. It also outlines how we will remain financially and environmentally sustainable and how we will maintain secure and robust systems against the ongoing threat of cybercrime.

The remit covers ICT and Estates, from networks, servers, systems and technology to green heating systems, roof replacement and teaching and learning facilities.

As some of our systems and facilities are nearing the end of service, the focus of the last financial

**REPORT OF THE GOVERNORS**

## REPORT OF THE GOVERNORS

### 6. PROGRESS WITH OUR STRATEGY IN 2023 (*CONTINUED*)

#### Research and Innovation (*continued*)

##### Other achievements over the last 12 months:

Unveiled the findings of a project which investigated solutions to help tackle inequalities around Covid-19 among specific groups in the local community.

Rolled out a project to enhance access to antenatal care for pregnant women in ethnically diverse and socially disadvantaged areas across Luton.

Conducted research with The Children's Society and Research in Practice resulting in the publication of a set of new Practice Principles to help shape and inform the work of professionals responding to child exploitation and extra-familial harm.

Developed the Local Cultural Education Partnership to run major nationally funded projects in Luton and Bedford, centred around arts, culture and heritage.

Devised and delivered the Heritage Impact Accelerator and Heritage Enterprise Hub programmes, funded by the National Lottery Heritage Fund, leading to significant increases in investment into the local heritage ecology and stronger relationships between the University and a range of partners across the third sector.

Ran five growth events for research and innovation-led entrepreneurs as a follow-up to our

# REPORT OF THE XeREPORKERNORS

## REPORT OF THE GOVERNORS

### 7. CELEBRATING SUCCESS (*continued*)

#### HEALTH AND SOCIAL SCIENCES

##### **Alumni shine bright at Nursing Times awards**

Two of our alumni were awarded the prestigious NHS Chief Midwife Officer's Silver Award, presented to midwives for exceeding the expectations of their everyday role.

## REPORT OF THE GOVERNORS

### 7. CELEBRATING SUCCESS (*continued*)

#### **Honouring the achievements of our sports and PE graduates**

In September 2022, we celebrated the achievements of more than 250 graduates who studied at our Bedford campus when it was known as Bedford Physical Training College (1903-1952) and Bedford College of Physical Education (1952-1978). At two ceremonies, a packed auditorium heard about their global contributions to Physical Education (PE), sport and life-long learning through physical activity.

Most of the former students contributed to teaching PE in schools, universities and local communities over the decades. Many have risen to challenges in diverse fields, achieved civic recognition, and contributed to national and international government policy. A great number also represented their country in a variety of sports. Among them was 100-year-old Hilda Moore who played Hockey for England and is believed to be the oldest recipient of an honorary degree.

#### **STAFF AWARDS**

The annual Vice Chancellor's Awards: '*Proud to be Beds*' honour all the people who make us proud to be part of our University's community and allow us to recognise outstanding individual and team achievements over the past academic year.

Awards went to individuals and teams who excelled in the areas linked to our Transforming Bedfordshire Strategy. Categories included 'Student Experience', 'Inspirational Teaching', 'Community Engagement and Outreach', 'Living by Our Values', 'Driving Success' and 'Supporting Graduate Employment'. Two new categories, 'Internationalisation' and 'Sustainability' were introduced this year to recognise colleagues who are helping Bedfordshire become a more globally aware and sustainable institution.

The winners were presented with their awards at a special ceremony in May 2023.

## 8. OUR FOCUS FOR THE YEAR AHEAD

Over the next 12 months, we will continue to deliver our enabling strategies to drive forward our Transforming Bedfordshire Strategy.

Enabling strategy	Priorities for 2023/24
<b>Education &amp; Student Experience</b>	<ol style="list-style-type: none"> <li>1. Implementing our new Course Framework.</li> <li>2. Launching a significant programme of work to support first-year students to succeed and continue in their studies.</li> <li>3. Further enhancing practices to listen and respond to student voices.</li> <li>4. Implementing the new Student Success through Engagement Policy and related processes utilising learning analytics and engagement data.</li> <li>5. Further embedding graduate competencies in the curriculum, with a focus on developing confidence and digital skills to make all our graduates ready for the workplace.</li> </ol>
<b>People &amp; Culture</b>	<ol style="list-style-type: none"> <li>1. Growing collaborative communities and building a culture of belonging through training, development and mentoring.</li> <li>2. Ensuring that all new staff have the best welcome, support and development to thrive in their roles.</li> <li>3. Continuing to strengthen our collaboration with staff networks to allow more voices and views to be heard.</li> <li>4. Investing further in our EDI activities and quality standards to continue building an inclusive culture.</li> <li>5. Build organisational capacity and enable staff to do their best work.</li> </ol>
<b>Internationalisation</b>	<ol style="list-style-type: none"> <li>1. Focusing on enhancing student diversity in terms of nationalities and subjects studied.</li> <li>2. Increasing our use of marketing to drive recruitment in the lead-up to the implementation of a new CRM system.</li> <li>3. Reviewing our international admissions processes to ensure they are fit-for-purpose and cost-effective.</li> <li>4. Reviewing our TNE admissions to ensure they are efficient and allow for growth.</li> <li>5. Developing progression partnerships and increasing opportunities for students to spend some time studying at the University's campuses.</li> </ol>
<b>Infrastructure</b>	<ol style="list-style-type: none"> <li>1. Finalising our Infrastructure Masterplan.</li> <li>2. Continuing with cyclical Estates and IT infrastructure refreshes.</li> <li>3. Concluding upgrades to our health care simulation facilities at our Luton campus.</li> <li>4. Investing in our cyber security and teaching simulation facilities at our Luton campus.</li> <li>5. Upgrading the dining experience for students, staff and external visitors to our Putteridge Bury commercial estate.</li> </ol>
<b>Research &amp; Innovation</b>	<ol style="list-style-type: none"> <li>1. Supporting our staff to undertake research by reviewing the Academic Workload Planning Framework and implementing a new Professorial Review Framework.</li> <li>2. Expanding the involvement of the Research and Innovation services team in activities linked to student experience and</li> </ol>





**REPORT OF THE GOVERNORS**

**Financial review for the year ended 31 July 2023 (*continued*)**

**Operating Expenditure**

## REPORT OF THE GOVERNORS

### Financial review for the year ended 31 July 2023 (*continued*)

#### Cash flow and Treasury Management

The security of cash deposits is of paramount importance, and the University's Treasury Management Policy therefore permits that accounts and deposits are to be held only with UK high street clearing banks.

The University seeks to optimise its return on cash through regular review of available interest rates, across both current accounts and fixed term deposits, whilst ensuring that it has sufficient liquidity available to meet day-to-day operational needs and investment commitments, without recourse to overdraft facilities.

Each year, as part of its planning processes, rolling five-year financial forecasts are prepared. This process incorporates a review of capital expenditure and cash generation, enabling any necessary borrowing requirements to be considered and, if necessary, negotiated well in advance of need. Regular meetings are held with the University's banking partners to ensure that they are kept apprised of developments and have sufficient comfort and confidence in the University to provide funding, should the need arise.

As at July 2022 the University had cash and cash equivalents of £126.7m. For the year 2022/23, the University generated a positive cash inflow from operating activities of £25.3m with a further £0.7m from net financing and investment activities. Payments made in relation to capital investment totalled £6.1m and £80.9m was placed in short term investment accounts, leaving a July 2023 cash balance of £65.7m.

With the inclusion of investment balances, total cash and investments over a five-year period has shown sustained growth and provides the University with the balance sheet strength to sustain its middle-to-long term capital investment strategy and manage the potential risks that may stem from a competitive student recruitment market and inflationary pressures on expenditure.

#### Going concern and longer-term outlook

The financial statements have been prepared on a going concern basis which the Board of Governors consider to be appropriate for the following reasons:

Cash flow forecasts have been reviewed for the following three financial years. These forecasts show that the Group and the University will have sufficient funds to meet their liabilities as they fall due throughout the forecast period and from the date of approval of the financial statements. Forecasts for cash flows, income and expenditure and net cash indicate that the University will continue to comply with all financial loan covenants throughout the going concern assessment period.

The University also has access to a £15m revolving credit facility (RCF). The forecasts for cash flows and income and expenditure show that the University will not need to draw on the RCF at any

## REPORT OF THE GOVERNORS

### Financial review for the year ended 31 July 2023 (*continued*)

#### **Outlook**

Overall, the University is well positioned to deliver on its financial targets for the year with a forecast for continued strong operating cash flows and surplus.

Early indications are that the University's overall student recruitment 2023/24 is slightly above budgeted

## **REPORT OF THE GOVERNORS**

### **Corporate Governance Statement**

The Board of Governors as a whole, individual governors and officers of the University are required to conduct themselves at all times in accordance with the Nolan Committee's standards in public life which embrace selflessness, integrity, objectivity, accountability, openness, honesty and leadership. All governors are required to exercise their responsibilities in the interests of the institution as a whole rather than as the representative of any constituency. The University maintains and makes publicly available a register of interests of all members of the Board of Governors and Senior Staff. The Board has adopted a Statement of Primary Responsibilities which is published on the University website.

During 2022/23, the Board of Governors completed the implementation of its Board Development Plan following its review of its effectiveness in 2022 which was overseen by the Governance Committee. The Board is committed to continuous monitoring of its effectiveness, following the principles of the CUC Code, including annual effectiveness reviews of its committees which provide the Board with an opportunity to reflect on its practice and recommend improvements.

It is the opinion of the Governors that they have acted in compliance with the principles set out by the Committee on Standards in Public Life in discharging their duties as Governors in respect of University business during the financial year ended 31 July 2023 and up to the date of approval of the Financial Statements.

### **Legal and Charitable Status**

The University of Luton was established as a Higher Education Corporation in England under the provisions of the Education Reform Act 1988 and the Further and Higher Education Act 1992. The University of Bedfordshire was established in August 2006 by order of the Privy Council, following the merger between the University of Luton and De Montfort University's Bedford campus.

The Higher Education and Research Act 2017 introduced the Office for Students as the new regulator for Higher Education. The University's registration with the Office for Students was confirmed on 9 October 2018 and the University complies with all the conditions of registration.

The University of Bedfordshire is an exempt charit

**REPORT OF THE GOVERNORS**

## REPORT OF THE GOVERNORS

### Board of Governors (*continued*)

The roles of the Chair and the Vice Chairs of the Board of Governors are separated from the role of the University's Vice Chancellor and Chief Executive. Matters specially reserved to the Board of Governors for decision are set out in the Articles of Government, by custom and in the registration conditions of the OfS, including provisions such as the Memorandum of Assurance and Accountability.

The Chair is responsible for the leadership of the Board of Governors and is ultimately responsible for its effectiveness. The Chair is responsible for ensuring that the University is well connected with its stakeholders.

The Vice Chancellor and Chief Executive is responsible for advising the Board of Governors on strategic direction and for the management of the institution, and is the accountable officer in respect of the use of OfS funds. The Vice Chancellor and Chief Executive is accountable to the Board of Governors which has set down, and regularly reviews, the authority which it delegates to the Vice Chancellor, having regard to those responsibilities conferred directly by the Articles of Government.

Certain matters such as the approval of the strategic plan, the annual budget, major investments and the sale and purchase of land are reserved matters for the Board. However, much of its detailed work is handled initially by its committees. All committees are required to report to the Board of Governors regularly, normally after each committee meeting and the decisions of all of standing committees are reported formally to the Board. The Vice Chancellor also provides a report on key issues at each meeting. Senior staff of the University are present at each meeting of the Board of Governors to expand on reports as appropriate and to answer any questions that may arise. The proceedings of the Board of Governors are conducted in as open a manner as possible. Information and papers are restricted only when the wider interests of the University or the public interest demands, including the observance of contractual obligations.

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

In 2022/23, the Board met on five occasions and formal agendas, papers and reports were supplied to Governors in a timely manner prior to Board and Committee meetings.

Members of the Board of Governors who served during the year and up to the date of approval of the financial statements can be found on page 31 to page 33 together with details of their attendance at Board and Committee meetings.

### Academic Board

An Academic Board provides regular updates to the Board of Governors (the Board) on all academic matters, through the Academic Quality and Student Experience Committee, ensuring that the Board can discharge its obligation to have assurance on the academic quality and standards of teaching at the University.



## REPORT OF THE GOVERNORS

### Committees (*continued*)

#### **Academic Quality and Student Experience Committee**

The Academic Quality and Student Experience Committee meets at least four times a year and focuses on academic governance. The Committee is responsible for reviewing arrangements for monitoring the experience of prospective, current and former students and how the University gains their views and incorporates them within its activities. It makes recommendations to the Resources and Employment Committee on proposals for investment in student facilities and reviews the University's strategies for supporting the increased retention of students. In consultation with the Academic Board, it also ensures that rules are made with respect to the conduct of students, including procedures for suspension and expulsion.

The Committee receives reports from the Academic Board, performance reviews, reports on partnerships and student experience and student voice reports. During the academic year 2022/23, the Committee provided confirmation to the Board of Governors that it had received adequate and sufficient information to undertake the necessary scrutiny of academic governance and responses to OfS assessment reports.

#### **Governance Committee**

The Governance Committee meets at least three times every year and has overseen the implementation of the Board Development Plan. The Committee considers new appointments to the Board of Governors and its Committees and also ensures a balance of skills amongst governors that is sufficient to enable the Board of Governors to meet its primary responsibilities and to ensure stakeholder confidence. The Committee specifies the role and capabilities required of new members, based on an ongoing evaluation of the balance of skills and experience within the Board of Governors. The Committee considers succession planning for the Board of Governors' membership and appointments to fill vacancies under the University's Instrument of Government, as well as succession planning for membership of the Board's committees. Vacancies are widely publicised within and outside the University.

#### **Remuneration Committee**

The Remuneration Committee meets once a year and determines the annual remuneration of the Vice Chancellor and the Registrar and University Secretary (as Clerk to the Governors), and provides guidelines to the Vice Chancellor for determining the salaries of senior post holders. The Committee is also responsible for reviewing severance arrangements for senior post holders, taking account of guidance provided by the OfS. The Vice Chancellor is not a member of the Committee but is present to answer questions and provide additional information. The Vice Chancellor and the Registrar and University





**REPORT OF THE GOVERNORS**

**Attendance of Governors for 2022/23\* (continued)**

\* Attendance is shown only for Governors who held office at the time when meetings which they were eligible to attend were held

\* Four members of the Board were unable to attend one board meeting due to a clash with a religious holiday

<b>Governor</b>	<b>Board Attendance</b>	<b>Committee Attendance</b>
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## REPORT OF THE GOVERNORS

### Attendance of Governors for 2022/23\* (*continued*)

\* Attendance is shown only for Governors who held office at the time when meetings which they were eligible to attend were held

Governor	Board Attendance	Committee Attendance	Changes in period
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### *Nominees of Beds SU*

Mr Ryan Murphy	1/1	Academic Quality & Student Experience: N/A Audit and Compliance: N/A Remuneration: N/A Governance: 1/1	Joined, July 23
Ms Chidinma Akwada	1/1	Academic Quality & Student Experience: N/A Governance: 1/1 Resources and Employment: N/A	Joined, July 23
Ms Laura Tamara	4/4	Academic Quality & Student Experience: 4/4 Governance: 1/2 Resources and Employment: 4/4	Term completed, June 23
*Mr Quadri Yusuf	2/4	Academic Quality & Student Experience: 3/4 Audit and Compliance: 2/4 Remuneration: 1/2	Term completed, June 23

### *Vice Chancellor*



## REPORT OF THE GOVERNORS

### Risk management

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 Board of Governors is responsible for ensuring that a sound system of controls is maintained and, along with the Audit and Compliance Committee, reviews the University's risk management and risk appetite policies annually to ensure they remain effective and fit for purpose.

The University's risk management processes identify and manage the major strategic and financial risks. A strategic risk register is maintained and regularly reviewed against institutional objectives. The risk register is also reviewed by the Audit and Compliance Committee at each meeting and by the Board of Governors at least annually. A summary dashboard has been developed so that major and emerging risks are easily tracked by Governors. Strategic risk appetite analysis is maintained and regularly reviewed against institutional objectives and the risk appetite analysis is also reviewed by the Audit and Compliance Committee.

The University faces a number of strategic risks which could affect its academic, professional and commercial ambitions. The Vice Chancellor and the executive group oversee risk management processes and the University takes a systematic approach to managing risk and the levels of risk the University is seeking to take, or willing to accept, are key elements within these arrangements and feature in discussions between executive members and the Board of Governors. Underpinning this is a risk management framework which incorporates an institutional risk procedure, guidance, and managed arrangements for recording, reviewing and escalating risk information.

Risk management techniques are incorporated into the operational business of the University, including the annual business planning process and the management of major projects. High level risks to the University achieving the Transforming Bedfordshire Strategy are managed closely and documented on the Corporate Risk Register. A corporate risk and control register, covering business, operational and compliance risks as well as financial risks, is maintained throughout the year. Risks are prioritised according to defined criteria of likelihood and impact. The Board of Governors requires regular reports from executive managers on the steps they are taking to manage key risks as part of their ongoing operations, including progress reports on key projects and on internal control activities.

The Audit and Compliance Committee receives reports from the internal audit service on the adequacy and effectiveness of specific aspects of the system of internal control together with recommendations for improvement. The internal audit service reports annually to the Audit and Compliance Committee on its independent opinion on the adequacy and effectiveness of the system of internal control, together with recommendations for improvement. The Audit and Compliance Committee also receives reports from the internal audit service on the adequacy and effectiveness of the system of internal control, together with recommendations for improvement. The Audit and Compliance Committee also receives reports from the internal audit service on the adequacy and effectiveness of the system of internal control, together with recommendations for improvement.

## REPORT OF THE GOVERNORS

<b>University of Bedfordshire The Trade Union (Facility Time Publication Requirements) Regulations 2017</b>	
The Trade Union (Facility Time Publication Requirements) Regulations 2017 require the University to publish information on trade union facility time annually and the table of data for the period 1 April 2022 to 31 March 2023 is as follows:	
<b>Table 1 – Relevant Union Officials</b>	
Number of employees who were relevant union officials during the relevant period	<b>21</b>
Full-time equivalent employee number	<b>18.2</b>
<b>Table 2 – Percentage of time spent on facility time</b>	
Percentage of time	Number of employees
0%	-
1% - 50%	21
51% - 99%	-
100%	-

## REPORT OF THE GOVERNORS

### Statement of Board of Governors' responsibilities in respect of the financial statements

The Board of Governors is responsible for preparing the Report of the Governors review and the financial statements in accordance with the requirements of the Office for Students' Terms and Conditions of Funding for Higher Education Institutions and Research England's Terms and Conditions of Research England Grant and applicable law and regulations.

It is required to prepare group and parent University financial statements in accordance with UK accounting standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102, *The Financial Reporting Standard applicable in the UK and Republic of Ireland*. The terms and conditions of funding further require the financial statements to be prepared in accordance with the 2019 Statement of Recommended Practice – Accounting for Further and Higher Education, and in accordance with the requirements of the Accounts Direction issued by the Office for Students. The Board of Governors is required to prepare financial statements which give a true and fair view of the state of affairs of the group and parent University and of their income and expenditure, gains and losses and changes in reserves for that period.

In preparing each of the group and parent financial statements, the Board of Governors is required to ensure that the financial statements are prepared in accordance with the applicable accounting standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102, *The Financial Reporting Standard applicable in the UK and Republic of Ireland*. The terms and conditions of funding further require the financial statements to be prepared in accordance with the 2019 Statement of Recommended Practice – Accounting for Further and Higher Education, and in accordance with the requirements of the Accounts Direction issued by the Office for Students. The Board of Governors is required to prepare financial statements which give a true and fair view of the state of affairs of the group and parent University and of their income and expenditure, gains and losses and changes in reserves for that period.







## AUDIT OPINION

### **Independent auditor's report to the Board of Governors of the University of Bedfordshire (continued)**

#### **Responsibilities of the Board of Governors**

As explained more fully in the statement of the responsibilities of the Board of Governors on page 37, the Board of Governors 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 Board of Governors 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 Board of Governors is responsible for assessing the Group's and University's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of Governors either intend to liquidate the University or to cease operations, or have no realistic alternative but to do so.

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that

## AUDIT OPINION

### **Independent auditor's report to the Board of Governors of the University of Bedfordshire (continued)**

Assessing the extent of compliance, or lack of, with the relevant laws and regulations.

Obtaining third-party confirmation of material bank balances, loans and investments.

## **AUDIT OPINION**

### **Independent auditor's report to the Board of Governors of the University of Bedfordshire (continued)**

#### **USE OF OUR REPORT**

This report is made solely to the Board of Governors as a body in accordance with the University's Articles, Charters, Statutes or Ordinances, and section 124B of the Education Reform Act 1988. Our audit work has been undertaken so that we might state to the Board of Governors 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

HW Fisher LLP

## **STATEMENT OF ACCOUNTING POLICIES**

### **Statement of Accounting Policies for the Year Ended 31 July 2023**

#### **1 Legal status**

**STATEMENT OF ACCOUNTING POLICIES**

## STATEMENT OF ACCOUNTING POLICIES

### Statement of Accounting Policies for the Year Ended 31 July 2023 (*continued*)

#### 4 Income recognition (*continued*)

##### ***Investment income***

Investment income, including interest receivable on cash balances and short-term deposits, is credited to the Statement of Comprehensive Income and Expenditure on a receivable basis.

##### ***Donations and endowments***

Non-exchange transactions without performance related conditions are accounted for as donations and endowments. Donations and endowments with donor-imposed restrictions are recognised in income when the University is entitled to the funds. Income is retained within the restricted reserve until such time that it is utilised in line with such restrictions at which point the income is released to general reserves through a reserve transfer.

Donations with no restrictions are recognised in income when the University is entitled to the funds. Income from, and changes in the capital value of, endowment investments are recorded in income in the year in which they arise and as either restricted or unrestricted income according to the terms of each relevant endowment fund.

##### ***Funding received on an agency basis***

Funds which the University receives and disburses as paying agent on behalf of a funding body are excluded from the Statement of Comprehensive Income and Expenditure where the University is exposed to minimal risk or enjoys minimal economic benefit related to the transaction.

#### 5 Fixed assets

##### ***General***

Fixed assets are stated at cost or deemed cost



## STATEMENT OF ACCOUNTING POLICIES

### Statement of Accounting Policies for the Year Ended 31 July 2023 (*continued*)

#### **8 Investments**

Non-current asset investments are held on the Balance Sheet at amortised cost less impairment. Current asset investments are held at fair value with movements recognised as part of the surplus/(deficit) for the year.

#### **9 Stock**

Stock is held at the lower of cost and net realisable value.

#### **10 Cash and cash equivalents**

Cash includes cash in hand, deposits repayable on demand and overdrafts. Deposits are repayable on demand if they are in practice available within 24 hours without penalty. Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash with insignificant risk of change in value. Therefore an investment will normally be classified as a cash equivalent if it has a maturity of three months or less from the date of commencement.

#### **11 Finance leases**

Leases in which the University assumes substantially



**STATEMENT OF ACCOUNTING POLICIES**

## STATEMENT OF ACCOUNTING POLICIES

### Statement of Accounting Policies for the Year Ended 31 July 2023 (*continued*)

#### 17 Significant judgements and estimates

The preparation of the consolidated financial statements requires management to make judgements, estimates and assumptions in the application of accounting policies that affect reported amounts of assets, liabilities, income and expenditure. These decisions are made by

## STATEMENT OF ACCOUNTING POLICIES

### Statement of Accounting Policies for the Year Ended 31 July 2023 (*continued*)

#### 19 Contingent assets and contingent liabilities

A contingent asset arises where an event has taken place that gives the University a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the University.

A contingent liability arises from a past event that gives the University a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the University. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required, or the amount of the obligation cannot be measured reliably.

Contingent assets and liabilities are not recognised in the Balance Sheet but are disclosed in the Notes to the Financial Statements.

#### 20 Taxation

The University is an exempt charity within the meaning of Part 3 of the Charities Act 2011. It is therefore a charity within the meaning of Para 1 of schedule 6 to the Finance Act 2010 and accordingly, the University is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 478-488 of the Corporation Tax Act 2010 (CTA 2010) or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied to exclusively charitable purposes.

The University is partially exempt in respect of Value Added Tax, as its main activity is the supply of education which is an exempt supply for the purposes of VAT. Accordingly, it can only recover a minor element of VAT charged on its inputs. Irrecoverable VAT on supplies and services received is included in the related costs in the Statement of Comprehensive Income and Expenditure. It is also added to the cost of tangible fixed assets as appropriate, where the inputs themselves are tangible fixed assets by nature.

The University's subsidiaries are liable to Corporation Tax in the same way as any other commercial organisation.

Deferred tax is recognised in full on timing differences which result in an obligation at the balance sheet date to pay more tax, or a right to pay less tax, at a future date, at rates expected to apply when they crystallise based on current rates and law. Timing differences arise from the inclusion of items of income and expenditure in taxation computations in periods different from those in which they are included in financial statements. Deferred tax assets are recognised only when it is considered probable that the balance will be recoverable in the foreseeable future. Deferred tax assets and liabilities are not discounted.

#### 21 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets – which includes deposits and investments, and financial liabilities including all loans – are classified as basic instruments and held at amortised cost using the effective interest rate method or cost.

#### 22 Reserves

Reserves are classified as restricted or unrestricted. Restricted endowment reserves include balances which, through endowment to the University, are held as permanently restricted funds which the University must hold in perpetuity.

Other restricted reserves include balances where the donor has designated a specific purpose and therefore the University is restricted in the use of these funds.

## STATEMENT OF INCOME AND EXPENDITURE

### CONSOLIDATED AND UNIVERSITY STATEMENT OF COMPREHENSIVE INCOME AND EXPENDITURE

for the year ended 31 July 2023

		<b>Consolidated</b>		<b>University</b>	
		<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>Note</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Income</b>					
Tuition fees and education contracts	<b>1</b>	<b>127,933</b>	122,807	<b>127,340</b>	122,382
Funding body grants	<b>2</b>	<b>8,880</b>	8,506	<b>8,156</b>	7,819

## STATEMENT OF CHANGES IN RESERVES

### CONSOLIDATED AND UNIVERSITY STATEMENT OF CHANGES IN RESERVES

Consolidated	Income and Expenditure Account		Revaluation reserve	Total
	Restricted £'000	Unrestricted £'000		
<b>Balance at 1 August 2021</b>	<b>250</b>	<b>60,580</b>	<b>11,027</b>	<b>71,857</b>
Surplus from the Statement of Comprehensive Income and Expenditure	2	6,113	-	<b>6,115</b>
Other comprehensive income	-	79,942	-	<b>79,942</b>
Total comprehensive income for the year	2	86,055	-	<b>86,057</b>
Other movements	-	(6)	-	<b>(6)</b>
Total movement for the year	2	86,049	-	<b>86,051</b>
<b>Balance at 1 August 2022</b>	<b>252</b>	<b>146,629</b>	<b>11,027</b>	<b>157,908</b>
Surplus from the Statement of Comprehensive Income and Expenditure	-	8,362	-	<b>8,362</b>
Other comprehensive income	-	27,176	-	<b>27,176</b>
Total comprehensive income for the year	-	35,538	-	<b>35,538</b>
<b>Balance at 31 July 2023</b>	<b>252</b>	<b>182,167</b>	<b>11,027</b>	<b>193,446</b>

  

University	Income and Expenditure Account		Revaluation Reserve	Total
	Restricted £'000	Unrestricted £'000		
<b>Balance at 1 August 2021</b>	<b>250</b>	<b>60,577</b>	<b>11,027</b>	<b>71,854</b>
Surplus from the Statement of Comprehensive Income and Expenditure	2	6,113	-	<b>6,115</b>
Other comprehensive income	-	79,942	-	<b>79,942</b>
Total comprehensive income for the year	2	86,055	-	<b>86,057</b>
Other movements	-	(3)	-	<b>(3)</b>
Total movement for the year	2	86,052	-	<b>86,054</b>
<b>Balance at 1 August 2022</b>	<b>252</b>	<b>146,629</b>	<b>11,027</b>	<b>157,908</b>
Surplus from the Statement of Comprehensive Income and Expenditure	-	8,362	-	<b>8,362</b>
Other comprehensive income	-	27,176	-	<b>27,176</b>
Total comprehensive income for the year	-	35,538	-	<b>35,538</b>
<b>Balance at 31 July 2023</b>	<b>252</b>	<b>182,167</b>	<b>11,027</b>	<b>193,446</b>

**BALANCE SHEET**

**CONSOLIDATED AND UNIVERSITY BALANCE SHEETS  
as at 31 July 2023**

	<b>Consolidated</b>		<b>University</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
<b>Note</b>	<b>£'000</b>	<b>£'000</b>		



Prof essor R ebecca B unting







## NOTES TO THE FINANCIAL STATEMENTS

### 4 Grant and fee income analysis

	Consolidated		University	
	2023	2022	2023	2022
	£'000	£'000	£'000	£'000
		<i>Reanalysed</i>		<i>Reanalysed</i>
Grant income from the OfS	<b>6,215</b>	4,763	<b>6,215</b>	4,763
Grant income from other bodies	<b>6,122</b>	6,951	<b>5,388</b>	6,261
Fee income for research awards	<b>812</b>	811	<b>812</b>	811
Fee income from non-qualifying courses	<b>593</b>	422	-	-
Fee income for taught awards	<b>126,528</b>	121,577	<b>126,528</b>	121,577
	<b>140,270</b>	134,524	<b>138,943</b>	133,412

## NOTES TO THE FINANCIAL STATEMENTS

## NOTES TO THE FINANCIAL STATEMENTS

### 8 Staff costs (continued)

#### Emoluments of Vice Chancellor

	2023 £'000	2022 £'000
Salary	243	233
Salary in lieu of pension contributions	24	23
Remuneration excluding pension contributions	<u>267</u>	256
Pension contributions	-	-
<b>Total remuneration of Vice Chancellor</b>	<b><u>267</u></b>	<b>256</b>

The Vice Chancellor does not receive any bonus payments and her travel expenses are reimbursed under the same policy that applies to all University staff.

The Vice Chancellor's salary and total remuneration expressed as multiples of the median full time equivalent salary of all staff employed during each year were as follows:

Salary	<u>7.45</u>	7.49
Total remuneration	<u>7.41</u>	7.45

The Vice Chancellor's remuneration is determined by the Remuneration Committee, which comprises seven Governors, including the Chair of the Board of Governors, a staff Governor, and a Co-President of the Students' Union. The Vice Chair of the Board of Governors chairs the Remuneration Committee. The Vice Chancellor is not a member of the Remuneration Committee and is not present for any discussion concerning her salary or bonus.

In considering the Vice Chancellor's remuneration, the Chair of the Board of Governors provided background to the appraisal process and gave a brief precis of the Vice Chancellor's performance in relation to her objectives. There followed a discussion during which the Vice Chancellor's performance against her objectives was considered. The Remuneration Committee has regard to the following factors:

- The size and complexity of the institution
- The income generated, of more than £100m
- The contribution to the local economy of more than £400m
- The relationships with a diverse range of partner organisations, within the UK and internationally
- The student population, which numbers almost 20,000

The number of staff employed, totalling more than 1,500 (including visiting staff)

The Committee also receives information relating to the Vice Chancellor's salary and total remuneration expressed as multiples of the median full time equivalent salary of all staff employed during the year, including comparisons with other universities, including Coventry University, Anglia Ruskin University, University of Hertfordshire, Northampton University and Middlesex University.

Objectives were set for the Vice Chancellor for the academic year 2022/23 and progress towards the achievement of those objectives was reviewed by the Remuneration Committee in October 2023.



## NOTES TO THE FINANCIAL STATEMENTS

### 9 Other operating expenses

	Consolidated		University	
	2023 £'000	2022 £'000 <i>Reanalysed</i>	2023 £'000	2022 £'000 <i>Reanalysed</i>
Staff related expenditure	1,311	767	1,305	760
Course consumables	244	203	241	200
Student related expenditure	6,668	7,130	6,675	7,130
Agent and partner payments	28,864	24,164	28,864	24,164
Registration, examination and accreditation costs	46	17	45	16
Printing, reprographics and stationery	623	629	617	627
Books, periodicals and information services	1,182	1,137	1,180	1,135
Promotional costs	1,916	1,762	1,885	1,749
General office costs	1,577	1,522	1,568	1,515
Health and safety expenditure	91	94	80	91
Insurance	361	282	361	282
Legal and professional fees	3,992	3,651	3,461	3,232
Computer and equipment costs	4,109	3,761	4,080	3,735
Transport costs	287	245	287	245
Premises related expenditure	9,203	7,162	9,194	7,141
Diminution in value of investment properties	120	120	120	120
Catering costs	1,269	1,017	1,056	890
Internal auditors' remuneration – audit services	130	134	130	134
External auditors' remuneration – audit services	102	92	97	86
External auditors' remuneration – other services	21	14	15	10
Other (credits)/expenses	(326)	59	(339)	114
	<b>61,790</b>	<b>53,962</b>	<b>60,922</b>	<b>53,376</b>

All amounts are stated gross of irrecoverable input VAT at 20% as applicable.

Other Operating expenses stated above includes fees (net of VAT) paid directly to the external auditors for audit and other services provided by HW Fisher as follows:

	Consolidated		University	
	2023 £'000	2022 £'000	2023 £'000	2022 £'000
Audit of the University's financial statements	81	-	81	-
Fees payable for other services				
Audit of the trading subsidiary's financial statements	4	-	-	-
Audit-related assurance services	4	-	4	-
Tax compliance services	1	-	-	-
	<b>90</b>	<b>-</b>	<b>85</b>	<b>-</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 9 Other operating expenses (*continued*)

Other Operating expenses stated above includes fees (net of VAT) paid directly to the external auditors for audit and other services provided by KPMG LLP as follows:

### 10 Access and participation

<b>Consolidated and University</b>	<b>2023</b>	<b>2022</b>
	<b>£'000</b>	<b>£'000</b>
Access investment	<b>1,187</b>	1,321
Financial support	<b>3,380</b>	4,136
Disability support	<b>329</b>	531
Research and evaluation	<b>205</b>	142
	<b>5,101</b>	6,130

The expenditure for Access and participation activities has been determined using data extracted directly from the University's student records system and financial records as applicable. In particular:

The expenditure shown for access investment, financial support and disability support comprises £4,582,000 (2022: £5,595,000) of directly attributable and identifiable amounts incurred/paid out for these activities. An additional £314,000 (2022: £393,000) has been included for central staffing and administration in support of these activities, based upon a proportional allocation of central overhead expenditure.

The proportion of disabled students has been extracted from University data which is gathered as part of the application and admissions processes and updated as relevant for any subsequent information pertaining to each student. In order that disabled students receive all necessary support to progress and succeed in their studies, the University provides equipment and specialist external services as appropriate and the per capita level of University expenditure for disabled students is therefore higher on average than that for the student body as a whole. However, for the purposes of the above, the per capita level of expenditure for disabled students is based on the total number of students, including those who are not disabled.

## NOTES TO THE FINANCIAL STATEMENTS

### 11 Interest and other finance costs

### 12 Taxation

The University did not incur a tax charge or credit in either the current or prior years.

At 31 July 2023 a deferred tax asset of £2,000 (2022: £3,000) was unprovided as it was not considered

## NOTES TO THE FINANCIAL STATEMENTS

### 13 Fixed assets

#### Consolidated

	Other owned assets
Land and buildings	



## NOTES TO THE FINANCIAL STATEMENTS

### 13 Fixed assets (*continued*)

	University		Other owned assets £'000	Assets under course of construction £'000	Total before heritage assets £'000	Heritage assets £'000	Total £'000
	Land and buildings						
	Freehold £'000	Leasehold £'000					
<b>Cost or valuation</b>							
At 1 August 2022	<b>214,580</b>	<b>7,591</b>	<b>53,979</b>	-	<b>276,150</b>	<b>150</b>	<b>276,300</b>
Additions	1,698	-	4,114	2,098	<b>7,910</b>	-	<b>7,910</b>
<b>At 31 July 2023</b>	<b>216,278</b>	<b>7,591</b>	<b>58,093</b>	<b>2,098</b>	<b>284,060</b>	<b>150</b>	<b>284,210</b>
<b>Depreciation</b>							
At 1 August 2022	<b>82,379</b>	<b>6,682</b>	<b>48,180</b>	-	<b>137,241</b>	-	<b>137,241</b>
Charge for the year	4,709	440	2,921	-	<b>8,070</b>	-	<b>8,070</b>
<b>At 31 July 2023</b>	<b>87,088</b>	<b>7,122</b>	<b>51,101</b>	-	<b>145,311</b>	-	<b>145,311</b>
<b>Net book value</b>							
<b>At 31 July 2023</b>	<b>129,190</b>	<b>469</b>	<b>6,992</b>	<b>2,098</b>	<b>138,749</b>	<b>150</b>	<b>138,899</b>
At 31 July 2022	132,201	909	5,799	-	138,909	150	139,059

## NOTES TO THE FINANCIAL STATEMENTS

### 13 Fixed assets (*continued*)

Land is stated at its carrying value under previous UK GAAP

## NOTES TO THE FINANCIAL STATEMENTS

### 15 Nomination agreements

The University has in place nomination agreements with both of its accommodation partners. The agreements have

## NOTES TO THE FINANCIAL STATEMENTS

### 16 Non-current investments

	Consolidated		University	
	2023 £'000	2022 £'000	2023 £'000	2022 £'000
Subsidiary companies	-	-	11	11
Other fixed asset investments	28	28	28	28
	<b>28</b>	28	<b>39</b>	39

The University owns 100% of the issued share capital of 1,000 £1 ordinary shares of University of Bedfordshire Enterprises Limited, a company registered in England and Wales and operating in the UK, whose principal activities are the provision of conferences, full cost courses and consultancy. The registered office of University of Bedfordshire Enterprises Limited is University Square, Luton, England, LU1 3JU.

The University owns 100% of the issued share capital of the following dormant companies, all of which are registered in England and Wales:

- 1 £1 ordinary share in Bedford Business School Limited
- 2 £1 ordinary shares in Bedfordshire Business School Limited
- 1 £1 ordinary share in Milton Keynes Business School Limited
- 1 £1 ordinary share in UoB Student Accommodation (Luton) Limited
- 150 £1 ordinary shares in University Campus Milton Keynes Limited
- 9,999 £1 ordinary shares in The Centre for Competitiveness Limited

### 17 Trade and other receivables

	Consolidated		University	
	2023 £'000	2022 £'000	2023 £'000	2022 £'000
Amounts falling due within one year:				
Trade receivables	4,646	17,693	4,359	17,499
Prepayments	1,934	5,249	1,918	5,240
Accrued income	5,172	4,159	5,149	4,105
Amounts due from subsidiary undertaking	-	-	504	260
Other receivables	175	175	175	175
	<b>11,927</b>	27,276	<b>12,105</b>	27,279

#### *Trade receivables*

In previous periods, the University recognised the full debtor balance and full amount of calculated deferred income in respect of student registrations in the spring and summer, and hence for which all services had not been provided by the year end. The University has re-assessed this accounting treatment in the current year such that only the element of the debt which relates to services that had been provided by 31 July has been recognised. The amounts recognised within Trade receivables in respect of services which had not been provided at 31 July 2023 was £nil (2022: £11,665k).



## NOTES TO THE FINANCIAL STATEMENTS

### 20 Creditors: amounts falling due after more than one year

	<b>Consolidated</b>		<b>University</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Unsecured loans (note 21)	<b>22,531</b>	23,357	<b>22,531</b>	23,357
Capital grant	<b>14,036</b>	13,835	<b>14,036</b>	13,835
Other creditors	<b>47</b>	73	<b>47</b>	73
	<b>36,614</b>	37,265	<b>36,614</b>	37,265

### 21 Loans

	<b>Consolidated</b>		<b>University</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Analysis of unsecured loans:</b>				
Due within one year or on demand (note 19)	<b>826</b>	823	<b>826</b>	823

## NOTES TO THE FINANCIAL STATEMENTS

### 22 Pension provisions

#### Consolidated and University

	<b>Bedfordshire Pension Fund</b>	<b>Universities Superannuation Scheme</b>	<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
At 1 August 2022	24,752	2,178	<b>26,930</b>
Utilised during the year	(4,390)	(131)	<b>(4,521)</b>
Charged/(Credited) to income and expenditure	6,814	(532)	<b>6,282</b>
Unwinding of discount factor	-	72	<b>72</b>
Actuarial gain after asset ceiling adjustment	(27,176)	-	<b>(27,176)</b>
<b>At 31 July 2023</b>	<b>-</b>	<b>1,587</b>	<b>1,587</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 24 Restricted reserves – Income and expenditure account

#### Consolidated and University

	<b>2023</b>	2022
	<b>£'000</b>	£'000
Balance at start of year	<b>252</b>	250
New donations	<b>1</b>	3
Expenditure	<b>(1)</b>	(1)
Amounts recognised in Statement of Comprehensive Income and Expenditure	<b>-</b>	2
<b>Balance at end of year</b>	<b>252</b>	252

	<b>2023</b>	2022
	<b>£'000</b>	£'000
<b>Represented by:</b>		
Hedges Fund	<b>90</b>	90
Appeals Fund	<b>31</b>	31
Alexander Bursary Fund	<b>47</b>	47
Dr Tony Wood Fund	<b>20</b>	20
Sir Ian Dixon Memorial Fund	<b>14</b>	14
Other funds	<b>50</b>	50
	<b>252</b>	252

The above funds are used for scholarships, prizes and bursaries.





## NOTES TO THE FINANCIAL STATEMENTS

### 27 Contingent liabilities

#### **Nomination Agreements**

Details of the nomination agreements can be found in note 15. There are no current liabilities under these guarantees.

#### **University of Bedfordshire Enterprises Limited**

The University has given written undertakings to support its trading subsidiary company, University of Bedfordshire Enterprises Limited, for a minimum period of twelve months from the date of approval of that company's most recent financial statements.

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes

Employees of the University and its subsidiaries belong principally to two pension schemes, the Teachers' Pension Scheme (TPS) and the Bedfordshire Pension Fund (BPF). A small number of staff belong to the Universities Superannuation Scheme (USS).

The total employer contributions in the year, excluding the pension adjustment were:

	<b>2023</b>	2022
	<b>£'000</b>	£'000
TPS	<b>5,866</b>	5,490
BPF	<b>4,390</b>	4,189
USS	<b>454</b>	473
	<b>10,710</b>	10,152

### Equalisation of Guaranteed Minimum Pension benefits (GMP)

On 23 March 2021, the Government published the outcome to its Guaranteed Minimum Pension (GMP) Indexation consultation, concluding that all public service pension schemes, including the LGPS, will be directed to provide full



## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

#### Bedfordshire Pension Fund

##### *General matters*

The Bedfordshire Pension Fund (BPF) is a funded defined benefit scheme with the assets held in separate trustee administered funds. The total contributions for the year ended 31 July 2023 were £5,776,000 (2022: £5,506,000) of which employer contributions totalled £4,390,000 (2022: £4,189,000) and employee contributions totalled £1,386,000 (2022: £1,317,000).

The most recent full triennial actuarial valuation of the fund was undertaken by a qualified independent actuary as at 31 March 2022 and completed in March 2023.

The results of the valuation undertaken as at 31 March 2022 have been updated to 31 July 2023 and to 31 July 2022 in actuarial valuations prepared for FRS 102 purposes by that actuary. The information below has taken from those updated valuations respectively.

##### *Assumptions used in valuations for financial statements purposes*

The major assumptions used in valuations for the current year and the prior year were:

	<b>2023</b>	2022
	%	%
Inflation assumption (CPI)	<b>2.80</b>	2.60
Rate of increase in salaries	<b>2.70</b>	2.70
Rate of increase in pensions in payment and deferred pensions	<b>2.80</b>	2.60
Discount rate for liabilities	<b>5.15</b>	3.50
Commutation to tax free lump sum		
- pre April 2008	<b>50.00</b>	50.00
- post April 2008	<b>75.00</b>	75.00
Mortality assumptions		
Current pensioners - Males (years)	<b>21.1</b>	21.5
- Females (years)	<b>23.9</b>	24.0
Future pensioners - Males (years)	<b>22.1</b>	22.4
- Females (years)	<b>25.5</b>	25.6

The discount rate is based upon a corporate bond yield curve appropriate to the duration of the liabilities. The discount rate has been based on a dataset of AA corporate bonds as maintained, measured and provided by actuarial advisers.

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

#### Bedfordshire Pension Fund

##### *Contribution rates*

The agreed University contribution rates for the prior, current and future years are as follows:

	Rate %	Additional contribution for the period £'000
1 April 2022 to 31 March 2023	17.8	799
1 April 2023 to 31 July 2023	17.8	266
1 August 2023 to 31 July 2024	18.7	935

The University's contribution rate and additional contributions for the period from 1 April 2023 were determined as part of the triennial actuarial valuation carried out at 31 March 2022. As part of this process, it was agreed that the change in the University's contribution rate and additional contributions would take effect from 1 August 2023, and would apply on an August to July cycle thereafter. To facilitate this transition in contribution periods, the contribution rates and additional contributions which had been agreed for the period to 31 March 2023 were extended to 31 July 2023, on a pro-rata basis as applicable.

The University's contribution rate and additional contributions for the periods from 1 April 2020 to 31 March 2023 were determined as part of the triennial actuarial valuation carried out at 31 March 2019.

The contribution rates payable by employees are banded according to levels of pensionable pay. The range of contribution rates payable is from a minimum of 5.50% to a maximum of 12.50%.

##### **Scheme assets**

The fair value of the University's share of the scheme's assets and the expected rates of return thereon are set out in the table below:

31 July 2023	31 July 2022
<b>Long term</b>	

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

Analysis of the amount shown in the Balance Sheets	2023 £'000	2022 £'000
Scheme assets	140,720	132,049
Scheme liabilities	(128,972)	(156,801)
Surplus/(Deficit)	11,748	(24,752)
Asset ceiling adjustment	(11,748)	-
<b>Deficit in the scheme – net pension liability recorded within pension provisions</b>	-	(24,752)
Current service cost	5,858	10,147
Administration expenses	166	150
Total operating charge	6,024	10,297
Analysis of the amount charged to interest payable:		
Interest income on plan assets	(4,663)	(2,111)
Interest cost on defined benefit obligation	5,453	3,678
Net charge to interest payable	790	1,567
<b>Total charge to Statement of Comprehensive Income and Expenditure before deduction of tax</b>	6,814	11,864
<b>Analysis of other comprehensive income</b>	<b>2023</b> <b>£'000</b>	<b>2022</b> <b>£'000</b>
Return on assets excluding amounts included in net interest	1,886	795
Other actuarial losses	(106)	-
Change in financial assumptions	43,586	87,749
Change in demographic assumptions	4,636	4,576
Experience loss on defined benefit obligation	(11,078)	(13,178)
	38,924	79,942
Asset ceiling adjustment	(11,748)	-
<b>Total actuarial gain recognised in Other Comprehensive Income after asset ceiling adjustment</b>	<b>27,176</b>	<b>79,942</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

	<b>2023</b>	2022
	<b>£'000</b>	£'000
<b>Analysis of the movements in the fair value of the scheme assets</b>		
Fair value of assets at the start of the year	<b>132,049</b>	126,633
Return on assets excluding amounts included in net interest	<b>1,886</b>	795
Interest income on plan assets	<b>4,663</b>	2,111
Other actuarial losses	<b>(106)</b>	-
Administration expenses	<b>(166)</b>	(150)
Contributions by the University	<b>4,390</b>	4,189
Contributions by scheme members	<b>1,384</b>	1,322
Benefits paid	<b>(3,380)</b>	(2,851)
<b>Scheme assets at fair value</b>	<b>140,720</b>	132,049
Asset ceiling adjustment	<b>(11,748)</b>	-
<b>Fair value of scheme assets after asset ceiling adjustment</b>	<b>128,972</b>	132,049
<b>Analysis of the movements in the present value of the scheme liabilities</b>	<b>2023</b>	2022
	<b>£'000</b>	£'000
Present value at the start of the year	<b>156,801</b>	223,652
Current service cost	<b>5,858</b>	10,147
Interest cost on defined benefit obligation	<b>5,453</b>	3,678
Change in financial assumptions	<b>(43,586)</b>	(87,749)
Change in demographic assumptions	<b>(4,636)</b>	(4,576)
Experience loss on defined benefit obligations	<b>11,078</b>	13,178
Benefits paid	<b>(3,380)</b>	(2,851)
Contributions by scheme members	<b>1,384</b>	1,322
<b>Present value at the end of the year</b>	<b>128,972</b>	156,801

The estimated value of employer contributions for the year to 31 July 2024 is £4,710,000 (estimated for year to 31 July 2023: £4,204,000).



## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension scheme (*continued*)

#### History of experience gains and losses

	2023 £m	2022 £m	2021 £m	2020 £m	2019 £m
Difference between the expected and actual return on assets	1.9	0.8	16.2	(5.2)	1.7
Experience gains and losses on scheme liabilities	27.2	79.9	(11.8)	(39.1)	(19.2)
<b>Total amounts recognised in Other Comprehensive Income</b>	<b>29.1</b>	<b>80.7</b>	<b>4.4</b>	<b>(44.3)</b>	<b>(17.5)</b>
<b>Cumulative actuarial losses</b>	<b>42.5</b>	<b>13.4</b>	<b>(67.3)</b>	<b>(71.7)</b>	<b>(27.4)</b>

#### Movement in deficit during the year

	2023 £'000	2022 £'000
Deficit in the scheme at the beginning of the year	(24,752)	(97,019)
Current service cost	(5,858)	(10,147)
Administration expenses	(166)	(150)

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

#### Universities Superannuation Scheme

At 31 March 2023, the USS had over 220,000 (2022: 212,000) active members and the University had 36 (2022: 38) active members participating in the scheme.

The total pension credit in respect of the USS for the University for the year ended 31 July 2023 was £137,000 credit (2022: £1,741,000 charge), comprising contributions payable of £454,000 (2022: £473,000) and an interest charge of £72,000 (2022: £15,000) and movements relating to actuarial assumptions of £663,000 credit (2022: £1,253,000 charge).

Deficit recovery contributions due within one year for the University are £132,000 (2022: £147,000).

The latest available complete actuarial valuation of the USS is as at 31 March 2020 (the valuation date), and was completed in October 2021. The valuation was carried out using the projected unit method.

Since the University cannot identify its share of USS Retirement Income Builder (defined benefit) assets and liabilities, the following disclosures reflect those relevant for those assets and liabilities as a whole.

The 2020 valuation was the sixth valuation for the scheme under the scheme-specific funding regime introduced by the Pensions Act 2004, which requires schemes to have sufficient and appropriate assets to cover their technical provisions. At the valuation date, the value of the assets of the scheme was £66.5bn and the value of the scheme's technical provisions was £80.6bn indicating a shortfall of £14.1bn and a funding ratio of 83%.

## NOTES TO THE FINANCIAL STATEMENTS

### 30 Pension schemes (*continued*)

#### *Financial Assumptions*

The key financial assumptions used in the 2020 valuation are described below. More detail is set out in the Statement of Funding principles (

**NOTES TO THE FIN**

## NOTES TO THE FINANCIAL STATEMENTS

### 32 Related party transactions

#### Governors

Due to the nature of the University's operations and the composition of the Board of Governors (being drawn from local public and private sector organisations) it is inevitable that transactions will take place with organisations in which members of the Board of Governors may have an interest. All transactions involving organisations in which a member of the Board of Governors may have an interest are conducted at arm's length and in accordance with the University's Financial Regulations and normal procurement procedures. The University has taken advantage of the exemption under FRS102 not to disclose transactions with other members of its group who qualify as related parties.

A Register of Interests is maintained for members of the University's Governors and key management personnel. The below amounts relate to income and expenditure transactions with organisations where the University's Governors and/or key personnel have a material operational role and/or controlling interest:

No Governor has received any remuneration or waived payments from the University or its subsidiaries during the year (2022: None).

The total expenses paid to or on behalf of 5 Governors during the year was £1,356 (2022: 6 Governors, £1,141). This represents travel and subsistence expenses and other out of pocket expenses incurred in attending Governor meetings and charity events in their official capacity.

#### BedsSU

The President of the University's Students' Union ('BedsSU') also serves as a Trustee of the University and member of the Board of Governors. BedsSU is an independent entity, and the University has no involvement in the running of this organisation.

During the year the University made grant payments to BedsSU of £992,426 (2022: £972,687) and other payments for other services of £10,897 (2022: £5,587). The University received income of £3,612 (2022: £4,246) from BedsSU primarily for cleaning and printing services.

At 31 July 2023 the debtor and creditor balances owed by and to BedsSU were £870 and £3,114 respectively (2022: £1,626 and £1,439 respectively).

**NOTES TO THE FINANCIAL STATEMENTS**

## NOTES TO THE FINANCIAL STATEMENTS

### 32 Related party transactions (*continued*)

Organisation	Role at related party	Nature of transaction	Income		Expenditure	
			2023 £	2022 £	2023 £	2022 £

Reverend Richard Atkinson OBE:

Families First c/o OneYMCA	Trustee / Chair	Student placement cost	-	-	-	(7,000)
St Albans Diocesan Board of Education	Chair of Trustees/ Vice Chair	Use of conference facilities	<b>6,497</b>	-	-	-
St Albans Multi Academy Trust	Chair of Trustees/ Vice Chair	Use of conference facilities	<b>1,514</b>	-	-	-
Luton Roma Trust	Trustee	Research income	<b>10,037</b>	-	-	-

Simon James:

University of Surrey	Non- Executive Director/ member of Audit & Assurance Committee	Research income	<b>883</b>	-	-	-
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Helen Connolly:

Luton Roma Trust	Trustee	Research income	<b>10,037</b>	-	-	-
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#### Related party balances

	2023 £	2022 £
<i>Luton Borough Council</i>		
Debtor balances due to the University	<b>6,353</b>	4,477
Creditor balances owed by the University	<b>(123,054)</b>	(209,163)

## NOTES TO THE FINANCIAL STATEMENTS

### 33 US Department of Education Financial Responsibility Supplemental Schedule

In satisfaction of its obligations to facilitate students' access to US federal financial aid, the University of Bedfordshire is required, by the US Department of Education, to present the following Supplemental Schedule in a prescribed format.

The amounts presented within the schedules have been:

prepared under the historical cost convention, subject to the revaluation of certain fixed assets;  
prepared using United Kingdom generally accepted accounting practice, in accordance with Financial Reporting Standard 102 (FRS 102) and the Statement of Recommended Practice: Accounting for Further and Higher Education (2019 edition); and  
presented in pounds sterling.



## NOTES TO THE FINANCIAL STATEMENTS

### 33 US Department of Education Financial Responsibility Supplemental Schedule (*continued*)

<b>Primary ratio: Expendable Net Assets (continued)</b>						
<b>Page</b>	<b>Disclosures</b>		<b>2023 £'000</b>	<b>2023 £'000</b>	2022 £'000	2022 £'000
N/a	Notes to the Financial Statements – Balance Sheet – Property, plant and equipment – post-implementation with outstanding debt for original purchase	Property, plant and equipment - post-implementation with outstanding debt for original purchase	-	-	-	-
62	Notes to the Financial Statements – Balance Sheet – Property, plant and equipment – post-implementation without outstanding debt for original purchase	Property, plant and equipment - post-implementation with outstanding debt for original purchase	-	<b>(46,766)</b>	-	(41,687)
N/a	Notes to the Financial Statements- Balance sheet – Construction in process	Construction in process	-	-	-	-
N/a	Balance Sheet – Property, plant and equipment (Service concession arrangements), net	Lease right-of-use asset, net	-	-	-	-
N/a	Notes to the Financial Statements : Tangible Fixed Assets – Service concession arrangements pre-implementation	Lease right-of-use asset pre-implementation	-	-	-	-
N/a	Notes to the Financial Statements - Service concession arrangements post-implementation	Lease right-of-use asset post-implementation	-	-	-	-
N/a	Balance Sheet – Goodwill	Intangible assets	-	-	-	-

## NOTES TO THE FINANCIAL STATEMENTS

### 33 US Department of Education Financial Responsibility Supplemental Schedule *(continued)*

<b>Primary ratio: Expendable Net Assets (continued)</b>						
<b>Page</b>	<b>Disclosures</b>		<b>2023 £'000</b>	<b>2023 £'000</b>	2022 £'000	2022 £'000
52	Balance Sheet – Pensions provisions	Post-employment and pension liabilities		<b>1,587</b>		26,930
68	Notes to the Financial Statements: 21 Loans	Long-term debt - for long term purposes	<b>23,357</b>		24,180	
68	Notes to the Financial Statements 21 Loans	Long-term debt - for long term purposes pre-implementation		<b>23,357</b>		24,180
68	Notes to the Financial Statements 21 Loans	Long-term debt - for long term purposes post- implementation		-		-

**NOTES TO THE FINANCIAL STATEMENTS**

**33 US Department of Education Financial Responsibility Supplemental Schedule (continued)**

		<b>2023</b>		<b>2022</b>	
		<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
	<b><u>Primary ratio: Total expenses and losses</u></b>				
<b>Page</b>	<b>Disclosures</b>				
50 & 69	Statement of Comprehensive Income and Expenditure (Total expenditure less pension provision and restricted				

## NOTES TO THE FINANCIAL STATEMENTS

### 33 US Department of Education Financial Responsibility Supplemental Schedule (*continued*)

		<u>Equity ratio: Modified Net Assets</u>					
Page	Disclosures			2023 £'000	2023 £'000	2022 £'000	2022 £'000
52	Balance Sheet – unrestricted reserves	Net assets without donor restrictions	-	<b>193,194</b>	-	157,656	
52	Balance Sheet – restricted reserves	Net assets with donor restrictions	-	<b>252</b>	-	252	
N/a	Balance Sheet – Goodwill	Intangible assets		-		-	
84	Notes to the Financial Statements: 32 Related Party Transactions (See Note below)	Secured and Unsecured related party receivable	<b>8</b>	-	6	-	
84	Notes to the Financial Statements: 32 Related Party Transactions (See Note below)	Unsecured related party receivable	-	<b>(8)</b>	-	(6)	

## NOTES TO THE FINANCIAL STATEMENTS

### 33 US Department of Education Financial Responsibility Supplemental Schedule (*continued*)

		<u>Equity ratio: Net income ratio</u>					
Page	Disclosures			2023 £'000	2023 £'000	2022 £'000	2022 £'000
52	Balance Sheet Unrestricted reserves	Change in net assets without donor restrictions		-	<b>35,538</b>	-	86,049
50	Statement of Comprehensive Income: Total income less Investment income, Loss on disposal of fixed assets	Total revenue and gains/losses		-	<b>150,140</b>	-	145,582

#### Fixed asset analysis

	Freehold and leasehold land and buildings	Other owned assets	Heritage assets	Assets in the course of construction	Total excluding investment property	Investment property	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Assets acquired pre 1 August 2019	88,535	3,452	150	-	92,137	1,780	93,917
Assets acquired post 1 August 2019	41,124	3,544	-	2,098	46,766	-	46,766
<b>Net Book value 31 July 2023</b>	<b>129,659</b>	<b>6,996</b>	<b>150</b>	<b>2,098</b>	<b>138,903</b>	<b>1,780</b>	<b>140,683</b>
<b>Net Book value 31 July 2022</b>							