



## Central Funding and Appeals Policy

The Academies Financial Handbook 2018 (Education & Skills Funding Agency) states in section 3.7.2 that a multi-academy trust has freedom to amalgamate a proportion of general annual grant (GAG) for its academies to form one central fund. This fund can then be used to meet the normal running costs at any of its constituent academies within the trust.

The collection of a percentage of individual academies' GAG funding for a MAT's central fund is sometimes referred to as '*top-slicing*'.

For the financial year 2018/19 Inspire Partnership Multi-Academy Trust will retain 6% of a constituent academies GAG funding excluding:

- Pupil Premium Funding
- Year 7 Catch Up Funding
- PE Sports Grants
- Nursery Funding
- Universal Free School Meals Funding
- Summer School Funding
- Other non-GAG Government Funding
- Top-Up Funding for special educational needs (SEN) or Additional Educational Needs funding (AEN) in mainstream academies
- Other income generated by individual academies
- PFI Income

Where the MAT has to consider providing additional capacity for the governance of an individual school that wants to join the MAT, the board will consider what payment should be made to provide this additional Governance capacity. Depending on the Due Diligence report findings for the school in question, finance for this additional Governance could be secured through an additional grant as agreed with the RSC or from the individual school's own budget.

Inspire Partnership Multi-Academy Trust will give consideration to the funding needs and allocations of each constituent academy. There is an appeals mechanism which is described within this policy document for academies who may feel that they are being treated unfairly by the Inspire Partnership Multi-Academy Trust.

A statement will be issued to constituent academies no later than 31 August for the next academy year detailing the funds to be retained by the Inspire Partnership Multi-Academy Trust. The constituent academies will have a period of 10 working days to appeal. The top-slice will be used to fund the following expenditure on behalf of the academies within Inspire Partnership Multi-Academy Trust:

- External Audit Fees
- Internal Audit Fees
- Accountancy Fees (relating to consolidation of accounts – monthly and annual)
- EFA Returns

- Annual actuary re-valuation fees (Initial actuary valuation to be funded from academy Start-Up grant)
- School Improvement Support (from the Trust)
- Inspire Partnership Multi-Academy Trust Salaries including: CEO, CFO, COO and other administrators
- HCSS Budgeting Software
- Admissions Service
- Admission Appeals (SLA Charge only)
- Free School Meals Eligibility Service
- Payroll Administration & Pension returns (Electronic payslips only)
- HR Consultancy Services and Contracts Administration Services (additional HR support Costs i.e. occupational health and additional legal services will be charged separately)
- Staff Absence Management Systems
- Support in setting up robust systems of delegation, segregation of duties, payroll systems.
- Support in training and upskill of administration staff to meet academy standards.

Academies joining the trust will be expected to fund the following from their conversion grant or from any Revenue or Capital reserves held to allow them to be fully integrated into Inspire Partnership Multi-Academy Trust Financial Management systems:

- HCSS Financial Management System
- Cashless & Financial Management Systems for collection of School Dinner money, Lettings, Trips and other school income  
(Including maintenance and upgrades for the above on an on-going basis)

Academies joining the trust will also be expected to use Inspire Partnership Multi-Academy Trusts preferred suppliers for Risk Assessments (Evolve) ICT Services, Banking Services (Lloyds Bank) and Insurance Services (Risk Protection Arrangement) and comply with compliance and premises regulations.

Inspire Partnership Multi-Academy Trust reserves the right to amend this policy on an annual basis at the beginning of each financial year. Where appropriate the top-slice may be adjusted to reflect the costs relating to that financial year, the increasing of services provided directly by Inspire Partnership Multi-Academy Trust or cost savings generated through streamlining of back-office functions.

### **GAG pooling**

GAG pooling can help to alleviate financial pressures within individual academies during periods of fluctuating income and expenditure. However, Inspire Partnership Multi-Academy Trust will not retain any additional amount in addition to the top-slice.

Inspire Partnership Multi-Academy Trust will give consideration to the funding needs and allocations of each constituent academy. There is an appeals mechanism which is described within this policy document for academies who may feel that they are being treated unfairly by the Inspire Partnership Multi-Academy Trust Gag Pooling.

The Inspire Partnership Multi-Academy Trust reserves the right to amend the pooling policy on an annual basis at the beginning of each financial year. Where appropriate pooling may be adjusted to reflect the costs incurred in the previous financial year.



## Appeals

The Academies Financial Handbook states:

*"If a constituent academy's principal feels that the academy has been unfairly treated, they should first appeal to the trust. If the principals grievance is not resolved, they can then appeal to the Secretary of State, via ESFA, whose decision is final and who can dis-apply the provisions for pooling"* (Section 3.7.3)

The Inspire Partnership Multi-Academy Trust appeals process is:

- The constituent academies have 10 working days from the issuing of a Inspire Partnership Multi-Academy Trust settlement statement from the Inspire Partnership Multi-Academy Trust to the academy to appeal
- Appeals should be made in writing directly to the Chief Executive Officer (CEO)
- The CEO will consider the appeal and notify the academy of their decision within 10 working days of receipt of the written appeal

<b>Chief Executive Officer:</b>		<b>Date:</b>	10.07.2018
<b>Chair of the Board:</b>		<b>Date:</b>	10.07.2018