

# Central Funds Policy

## RELATING TO

All Academies of the Shaw Education Trust

for the financial year 1<sup>st</sup> September 2017 to 30<sup>th</sup> June 2018

**WAS APPROVED BY THE EXECUTIVE LEADERSHIP TEAM OR  
BOARD OF TRUSTEES**

ON

.....

**SIGNED BY MEMBER OF THE BOARD**

**NAME [Print].....**

**POSITION.....**

Reference:Version	1
Procedure Originator:	H TURNER
Equality Impact Assessed:	
Approved By:	BOARD
Date Approved:	SEPTEMBER 2017
Review Interval:	ANNUAL
Last Review Date	SEPTEMBER 2017
Next Review Date	JUNE 2018
Audience:	Employees

### History of most recent policy changes

Date	Page e.g. whole document	Detail of Change	Origin of Change e.g. Reason for change or Change in legislation

The Academies Financial Handbook, 2017 (Education & Skills Funding Agency) states in section 3.10.4 that a multi-academy trust (MAT) can collect a proportion of general annual grant (GAG) funding from all its academies to form one central fund. This fund can then be used to meet the costs of running 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 2017/18 The Shaw Education Trust will retain the following percentage of a constituent academies GAG funding:

- 3% For mainstream academies rated Good and Outstanding by Ofsted
- 5% For mainstream academies rated Requiring Improvement and Special Measures by Ofsted
- 5% For Special academies

The following GAG funds will be excluded from top-slice:

- 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

The Shaw Education 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 SET top-slice.

A statement will be issued to constituent academies no later than 31st May for the next academy year detailing the funds to be retained by the SET. The constituent academies will have a period of 10 working days to appeal.

For the financial year 2018/19 The Shaw Education Trust will retain 5% of a constituent academies GAG funding in all cases.

The top-slice will be used to fund the following expenditure on behalf of the academies within The Shaw Education Trust (SET):

- School Improvement Support
- Marketing / Academy Promotion
- Special Academies Finance Manager
- External Audit Fees
- Internal Audit Fees

- Accountancy Fees (relating to consolidation of accounts – monthly and annual)
- ESFA Returns
- Bank Charges
- Land and Buildings valuations, Condition Surveys
- Annual actuary re-valuation fees
- ESFA Risk Protection Arrangement
- Minibus Insurance
- Overseas School Trip Insurance
- Engineering Inspection Insurance
- ICO Compliance
- SIMS Annual License Costs (not support costs)
- PS Financials License Costs (not support costs)
- SET Salaries
- Data management software
- Group purchasing arrangements / Contract negotiations
- Quality Assurance framework
- Policy and Standards Management
- Website
- CPD courses and training- 4 programmes: Senior Leaders; Middle Leaders; Teachers and Teaching Assistants
- Headteacher support
- Governance support and links
- KS3 graduation

The SET 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 SET or cost savings generated through streamlining of back-office functions.

## **Appeals**

Section 3.10.6 of The Academies Financial Handbook 2017 states that the multi-academy trust must have an appeals process.

The SET appeals process is:

- The constituent academies have 10 working days from the issuing of a settlement statement from the SET 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