

**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**Members**

M Allbrook (appointed 26 March 2018)  
The Rt Rev G James (appointed 26 March 2018)  
A Kefford (appointed 26 March 2018)  
M R Butler (appointed 26 March 2018)

**Trustees**

H L Ahead (appointed 26 March 2018, resigned 14 September 2018)  
M R Butler (appointed 26 March 2018)  
F J Corbett, Chair (appointed 26 March 2018)  
P N Dunning, Vice Chair (appointed 26 March 2018)  
E Frankland (appointed 26 March 2018)  
K Hirst (appointed 26 March 2018)  
J Kerr (appointed 9 May 2018)  
Z Moyse (appointed 26 March 2018)  
S Potter (appointed 26 March 2018)  
G Rivers (appointed 26 March 2018)  
M Soper (appointed 9 May 2018)  
P J Weeks (appointed 26 March 2018)

**Company registered number**

11276240

**Company name**

The Diocese of Norwich St Benet's Multi-Academy Trust

**Principal and registered office**

Diocesan House, 109 Dereham Road, Easton, Norwich, Norfolk, NR9 5ES

**Independent auditors**

Larking Gowen LLP, King Street House, 15 Upper King Street, Norwich, NR3 1RB

**Bankers**

Barclays plc, 3 St James Court, Whitefriars, Norwich, NR3 1RJ

**Solicitors**

Anthony Collins Solicitors LLP, 134 Edmund Street, Birmingham, B3 2ES

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**TRUSTEES' REPORT**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period 26 March 2018 to 31 August 2018. The Annual report serves the purposes of both a Trustees' report, and a Directors' report under company law.

Since the Academy Trust qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Structure, governance and management**

#### **a. Constitution**

The Academy Trust is a charitable company limited by guarantee and an exempt charity.

The charitable company's Trust deed is the primary governing document of the academy trust.

The Trustees of The Diocese of Norwich St Benet's Multi-Academy Trust are also the directors of the charitable company for the purpose of company law.

The charitable company is known as St Benet's.

Details of the Trustees who served during the period are included in the Reference and administrative details on page 1.

The Academy Trust was incorporated on 26 March 2018 and commenced trading on that date.

#### **b. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

#### **c. Method of recruitment and appointment or election of Trustees**

The management of the Academy Trust is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### **d. Policies and procedures adopted for the induction and training of Trustees**

The Trust ensures all new Trustees receive an induction from the Chair of the Board and/or the Chief Executive Officer. An annual self-assessment will take place in July and includes an element of training. Trustees plan to attend training events across the region including events provided by the Regional Schools Commissioner and through the Future Leaders Trust in conjunction with the Church of England Education Office. The Head of Governance regularly updates the online GovernorHub system with news and information to support Trustees in carrying out their duties. Link Trustees have again been designated for 2018-19 (e.g. safeguarding, health and safety, SEND) and they will work closely with a member of the Senior Leadership Team.

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**TRUSTEES' REPORT (continued)**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**e. Organisational structure**

The Trustees are responsible for the management of the company, and operationally during the period have delegated powers to the Chairman and Accounting Officer (Chief Executive Officer) for day to day responsibility. The School Improvement capacity of the Trust has been established through the employment of the Academies Improvement Director with line management oversight of a group of academies in a geographic area of the Diocese. A Chief Operating Officer has strategic oversight of all financial and operational matters.

The Academies within the trust have powers delegated to them for operational and budgetary matters within the Academies through a Scheme of Delegation which is reviewed at least annually.

**f. Pay policy for key management personnel**

The arrangements for setting pay and remuneration are considered by the Finance, Audit and Committee on an annual basis. Remuneration of key management personnel is set at the point of recruitment in line with the Trust's pay policy and after a review of appropriate benchmarks. Key management personnel are then appointed at a pay point on the Trust's pay scales. Remuneration of key management personnel is then subject to review as part of the annual performance review cycle.

**g. Trade union facility time**

There was no trade union facility time, or costs associated, during the period.

**h. Connected organisations, including related party relationships**

The Trust is connected to the Norwich Diocesan Board of Finance through its Trustees which provides some services. The Trust is also connected to the Diocese of Norwich Education and Academies Trust which provides services.

**Objectives and Activities**

**a. Objects and aims**

The Trust's object is to advance for the public benefit education in particular by establishing, maintaining, carrying on, managing and developing Academies which shall offer a broad and balanced curriculum, and which shall include:

- To advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by:-
  - a. Establishing, maintaining, carrying on, managing and developing Academies which shall offer a broad and balanced curriculum and which shall include:
    - i. Church of England schools designated as such which shall be conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship, and having regard to any advice issued by the Diocesan Board of Educations; and
    - ii. Other academies whether with or without a designated religious character, but in relation to each of the Academies to recognise and support their individual ethos, whether or not designated Church of England; and
  - b. Providing childcare facilities and adult training to develop the capacity and skills of parents to-be and parents with children primarily but not exclusively children under five in such a way that they are better able to identify and help meet the needs of children;
- Promoting in the United Kingdom the physical, intellectual and social development of primarily but not

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**TRUSTEES' REPORT (continued)**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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- exclusively children under five especially those who are socially and economically disadvantaged;
- Developing the capacity and skills of those inhabitants of the United Kingdom who are socially and economically disadvantaged in such a way that they are better able to identify and help meet their needs and to participate more fully in society;
- Relieving poverty among the inhabitants of the United Kingdom; and
- Providing recreational and leisure time facilities in the interests of social welfare for the inhabitants of the United Kingdom especially those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

**b. Objectives, strategies and activities**

Our objective is to establish an environment in which pupils / students, staff and all in the learning community can flourish and be successful. This is achieved by providing an education of the highest quality within the context of Christian belief and practice. Our approach is collaborative where all are valued and encouraged to achieve of their best. Whilst working closely as a family of academies we are also outward looking and work with other organisation to ensure new and innovative best practice is a feature of our ways of working.

Our 'Strategy for improving teaching, learning and leadership' sets high expectations and effective ways of working which ensure rapid school improvement. Consistent reporting and tracking of pupil progress are core elements of this approach as well as external scrutiny to ensure accuracy of our own judgements. A career entitlement for Joint Professional Development has been developed demonstrating the Trust's commitment to investing in staff.

**c. Public benefit**

The primary purpose of the Multi Academy Trust is the advancement of education within the local area. The Trust has given a high priority to providing public benefit to a cross section of the community and regardless of family background, but perhaps the greatest benefit that the Trust can offer is the provision of an education that maximises each student's potential to develop into principled, informed, open minded and confident citizens who respect the beliefs of others and who are determined to make a positive contribution to society.

The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

**Achievements and performance**

**Strategic report**

**a. Key performance indicators**

Financial performance is monitored against budgets set and approved by the Trust Board. The main benchmarking criteria evaluated to date is staff costs as a percentage of GAG and total costs. Due to the number of small schools in the Trust this comparison has needed careful interpretation in the year. Extensive monitoring of the academic performance of the academies is also undertaken.

**b. Going concern**

After making appropriate enquiries, the board of trustees has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

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**TRUSTEES' REPORT (continued)**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**Financial review**

**a. Reserves policy**

At the end of the year, unrestricted reserves stood at £231,703 and the General Annual Grant (GAG) reserves stood at £nil. The combined balance of these two funds at 31 August 2018 was £231,703. The current policy is to maintain/build free reserves to one month's salary cost.

The year end movement and balance on reserves (being unrestricted funds plus restricted general funds, excluding pension funds) was £393,946.

The fixed asset fund stood at £1,631,219.

The pension reserve stood at a deficit of £1,155,000, representing obligations to the Local Government Pension Scheme. The trust is making payments at the levels recommended by the scheme actuary.

**b. Material investments policy**

The Trust's governance document allows Trustees to invest or deposit any funds not immediately required for the furtherance of its objects. Due to the start-up nature of the Trust and the growth, the Trustees have decided to keep all funds immediately available. The Trustees will review this on a regular basis.

**c. Principal risks and uncertainties**

The Trustees have assessed the major risks to which the Trust is exposed, in particular those related to the operations and finances of the Trust and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. The Trust has in place policies and plans for Financial and Risk Management. These detailed management of these is allocated to the appropriate Trust Committee and reviewed at each meeting. The full Board receives updates on Risk Management at each meeting.

The key risks identified relate to not achieving high standards for pupils in all academies, staff recruitment, financial pressures due to rising costs and the risk of growth being curtailed by the Regional Schools Commissioner thereby damaging financial plans. These are analysed and reviewed regularly, and suitable mitigation strategies are put in place.

**Fundraising**

The Trust does not use professional fundraisers. We have a number of "friends of schools" associations who are associated with our academies who raise funds to support the school. We do not work with any commercial participators or professional fundraisers. Any complaints about any aspect of fundraising are dealt with using the Trust complaints policy. As we do not use professional fundraisers there is no risk arising from the protection of the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches, and undue pressure to donate.

**Plans for future periods**

**a. Future developments**

The Trust is committed to growing the number of Academies and the resources to support this so that the schools in the Diocese are able to join a Diocesan Multi Academy Trust committed to high educational

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**TRUSTEES' REPORT (continued)**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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outcomes for their pupils. Since the year end, another schools is likely to become an Academy with the trust in 2018.

**Disclosure of information to auditors**

Insofar as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

The Trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 10 December 2018 and signed on its behalf by:



**F J Corbett, Chair**  
**Chair of Trustees**



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**GOVERNANCE STATEMENT**

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**Scope of Responsibility**

As trustees, we acknowledge we have overall responsibility for ensuring that The Diocese of Norwich St Benet's Multi-Academy Trust has an effective and appropriate system of control, financial and otherwise. However such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The board of trustees has delegated the day-to-day responsibility to the Chief Executive Officer, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between The Diocese of Norwich St Benet's Multi-Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

**Governance**

The information on governance included here supplements that described in the Trustees' report and in the Statement of Trustees' responsibilities. The board of trustees has formally met 3 times during the period. Attendance during the period at meetings of the board of trustees was as follows:

Trustee	Meetings attended	Out of a possible
H L Ahead	2	3
M R Butler	3	3
F J Corbett, Chair	1	3
P N Dunning, Vice Chair	2	3
E Frankland	3	3
K Hirst	2	3
J Kerr	2	2
Z Moyse	3	3
S Potter	2	3
G Rivers	2	3
M Soper	1	2
P J Weeks	3	3

The Finance and Audit Resources Committee is a sub-committee of the main board of trustees. Its purpose is to assist the decision making of the board of trustees, by enabling more detailed consideration to be given to the best means of fulfilling the board of trustees responsibility to ensure sound management of the Trust's finance and resources, including proper planning, monitoring and probity.

Attendance at meetings in the period was as follows:

Trustee	Meetings attended	Out of a possible
M R Butler	0	1
P N Dunning, Vice Chair	1	1
E Frankland	1	1
K Hirst	1	1
G Rivers	1	1
P J Weeks	1	1

**Review of Value for Money**

As Accounting Officer, the Chief Executive Officer has responsibility for ensuring that the Academy Trust delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

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**GOVERNANCE STATEMENT (continued)**

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The Accounting Officer considers how the Academy Trust's use of its resources has provided good value for money during each academic year, and reports to the board of trustees where value for money can be improved, including the use of benchmarking data where appropriate. The Accounting Officer for the Academy Trust has delivered improved value for money during the year by:

- Undertaking detailed due diligence work as part of the processing of the new academies joining the Trust. This will form the basis of the improvements plan and also a procurement savings plan.

**The Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Academy Trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in The Diocese of Norwich St Benet's Multi-Academy Trust for the period 26 March 2018 to 31 August 2018 and up to the date of approval of the annual report and financial statements.

**Capacity to Handle Risk**

The board of trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy Trust's significant risks, that has been in place for the period 26 March 2018 to 31 August 2018 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

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**GOVERNANCE STATEMENT (continued)**

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**The Risk and Control Framework**

The Academy Trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular, it includes:

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the board of trustees;
- regular reviews by the Finance and Audit Resources Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines.
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of trustees has considered the need for a specific internal audit function and has decided to appoint RSM Risk Assurance Services LLP as internal auditor.

No internal audits have yet been carried out due to the start up nature of the Trust.

On a quarterly basis, the auditor reports to the board of trustees through the audit committee on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

**Review of Effectiveness**

As Accounting Officer, the Chief Executive Officer has responsibility for reviewing the effectiveness of the system of internal control. During the period in question the review has been informed by:

- the work of the internal auditor;
- the work of the external auditors;
- the financial management and governance self-assessment process;
- the work of the executive managers within the Academy Trust who have responsibility for the development and maintenance of the internal control framework.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance and Audit Resources Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the board of trustees on 10 December 2018 and signed on their behalf, by:

  
**F J Corbett**  
Chair of Trustees

  
**R Cranmer**  
Accounting Officer

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As Accounting Officer of The Diocese of Norwich St Benet's Multi-Academy Trust I have considered my responsibility to notify the academy trust board of trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the academy trust board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2017.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the board of trustees and ESFA.



**R Cranmer**  
**Accounting Officer**

Date: 10 December 2018

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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The Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the Annual Accounts Direction issued by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from ESFA/DfE have been applied for the purposes intended.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the board of trustees on 10 December 2018 and signed on its behalf by:



**F J Corbett**  
Chair of Trustees

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE  
DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**

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### Opinion

We have audited the financial statements of The Diocese of Norwich St Benet's Multi-Academy Trust (the 'Academy Trust') for the period ended 31 August 2018 which comprise the Statement of financial activities incorporating income and expenditure account, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Academy Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

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

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

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE  
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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report and the Strategic report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the Academy Trust and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report including the Strategic report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' responsibilities, the Trustees (who are also the directors of the Academy Trust for the purposes of company law) are 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 Trustees determine 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 Trustees are responsible for assessing the Academy Trust'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 Trustees either intend to liquidate the Academy Trust or to cease operations, or have no realistic alternative but to do so.

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE  
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**Auditors' 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 Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**Use of our report**

This report is made solely to the Academy Trust's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Academy Trust's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Academy Trust and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Julie Grimmer FCA DChA (Senior statutory auditor)

for and on behalf of

**Larking Gowen LLP**

Chartered Accountants  
Statutory Auditors

King Street House  
15 Upper King Street  
Norwich  
NR3 1RB  
18 December 2018



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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO THE  
DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST AND THE EDUCATION & SKILLS  
FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 28th October 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by The Diocese of Norwich St Benet's Multi-Academy Trust during the period 26 March 2018 to 31 August 2018 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to The Diocese of Norwich St Benet's Multi-Academy Trust and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to The Diocese of Norwich St Benet's Multi-Academy Trust and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Diocese of Norwich St Benet's Multi-Academy Trust and the ESFA, for our work, for this report, or for the conclusion we have formed.

**Respective responsibilities of The Diocese of Norwich St Benet's Multi-Academy Trust's accounting officer and the reporting accountant**

The Accounting Officer is responsible, under the requirements of The Diocese of Norwich St Benet's Multi-Academy Trust's funding agreement with the Secretary of State for Education dated [enter date here], and the Academies Financial Handbook extant from 1 September 2017, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2017 to 2018. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 26 March 2018 to 31 August 2018 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

**Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2017 to 2018 issued by the ESFA. We performed a limited assurance engagement as defined in our engagement letter.

The objective of a limited assurance engagement is to perform such procedures as to obtain information and explanations in order to provide us with sufficient appropriate evidence to express a negative conclusion on regularity.

A limited assurance engagement is more limited in scope than a reasonable assurance engagement and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we do not express a positive opinion.

Our engagement includes examination, on a test basis, of evidence relevant to the regularity and propriety of the Academy Trust's income and expenditure.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO THE  
DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST AND THE EDUCATION & SKILLS  
FUNDING AGENCY (continued)**

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The work undertaken to draw our conclusion, includes, but is not limited to:

- Enquiry of senior management and the Multi Academy Trust's Directors;
- Inspection and review of the accounting records, meeting minutes, internal control procedures, management representations and declarations of interest; and
- Observation and re-performance of the financial controls.

**Conclusion**

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 26 March 2018 to 31 August 2018 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



**Larking Gowen LLP**

Chartered Accountants  
Statutory Auditors

King Street House  
15 Upper King Street  
Norwich  
NR3 1RB

18 December 2018

**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE PERIOD ENDED 31 AUGUST 2018**

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
<b>Income from:</b>					
Transfer from local authority upon conversion	2	190,459	(1,135,000)	1,626,000	681,459
Charitable activities	3	109,622	988,797	-	1,098,419
Other trading activities	4	22,798	-	-	22,798
<b>Total income</b>		<u>322,879</u>	<u>(146,203)</u>	<u>1,626,000</u>	<u>1,802,676</u>
<b>Expenditure on:</b>					
Charitable activities		85,609	855,554	348	941,511
<b>Total expenditure</b>	5	<u>85,609</u>	<u>855,554</u>	<u>348</u>	<u>941,511</u>
<b>Net income/ (expenditure) before transfers</b>		237,270	(1,001,757)	1,625,652	861,165
Transfers between Funds	16	(5,567)	-	5,567	-
<b>Net income / (expenditure) before other recognised gains and losses</b>		231,703	(1,001,757)	1,631,219	861,165
Actuarial gains on defined benefit pension schemes	21	-	9,000	-	9,000
<b>Net movement in funds</b>		<u>231,703</u>	<u>(992,757)</u>	<u>1,631,219</u>	<u>870,165</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		-	-	-	-
<b>Total funds carried forward</b>		<u><u>231,703</u></u>	<u><u>(992,757)</u></u>	<u><u>1,631,219</u></u>	<u><u>870,165</u></u>



All of the Academy Trust's activities derive from acquisitions in the current financial period.

**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 11276240**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2018**

	Note	£	2018 £
<b>Fixed assets</b>			
Tangible assets	13		1,631,219
<b>Current assets</b>			
Debtors	14	498,946	
Cash at bank and in hand		337,121	
		<u>836,067</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(442,121)</u>	
<b>Net current assets</b>			<u>393,946</u>
<b>Total assets less current liabilities</b>			<u>2,025,165</u>
Defined benefit pension scheme liability	21		<u>(1,155,000)</u>
<b>Net assets including pension scheme liabilities</b>			<u><u>870,165</u></u>
<b>Funds of the academy</b>			
Restricted income funds:			
Restricted income funds	16	162,243	
Restricted fixed asset funds	16	1,631,219	
		<u>1,793,462</u>	
Restricted income funds excluding pension liability		(1,155,000)	
Pension reserve		<u>(1,155,000)</u>	
Total restricted income funds			<u>638,462</u>
Unrestricted income funds	16		<u>231,703</u>
<b>Total funds</b>			<u><u>870,165</u></u>

The financial statements on pages 17 to 43 were approved by the Trustees, and authorised for issue, on 10 December 2018 and are signed on their behalf, by:

  
**F J Corbett**  
 Chair of Trustees 

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**STATEMENT OF CASH FLOWS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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	<b>Note</b>	<b>Period ended 31 August 2018 £</b>
<b>Cash flows from operating activities</b>		
Net cash provided by operating activities	18	<u>342,688</u>
<b>Cash flows from investing activities:</b>		
Purchase of tangible fixed assets		<u>(5,567)</u>
<b>Net cash used in investing activities</b>		<u>(5,567)</u>
<b>Change in cash and cash equivalents in the period</b>		<b>337,121</b>
Cash and cash equivalents brought forward		<u>-</u>
<b>Cash and cash equivalents carried forward</b>	19	<u><u>337,121</u></u>

All of the cash flows are derived from acquisitions in the current financial period.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies**

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgments and key sources of estimation uncertainty, is set out below.

**1.1 Basis of preparation of financial statements**

The financial statements of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

The Diocese of Norwich St Benet's Multi-Academy Trust constitutes a public benefit entity as defined by FRS 102.

**1.2 Going concern**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Academy Trust to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies (continued)**

**1.3 Income**

All income is recognised once the Academy Trust has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities incorporating income and expenditure account on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the Statement of financial activities incorporating income and expenditure account in the year for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended. Unspent amounts of capital grant are reflected in the balance in the restricted fixed asset fund.

Donations are recognised on a receivable basis where receipt is probable and the amount can be reliably measured.

Other income, including the hire of facilities, is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**1.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Expenditure on charitable activities are costs incurred on the Academy Trust's educational operations, including support costs and those costs relating to the governance of the Academy Trust appointed to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies (continued)**

**1.5 Tangible fixed assets and depreciation**

All assets costing more than £2,500 are capitalised and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of financial activities incorporating income and expenditure account and carried forward in the Balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of financial activities incorporating income and expenditure account.

As described in note 14, the trust occupies school buildings under arrangements that are generally as follows: there are 2 year licence agreements with Norwich Diocesan Board of Finance.

The trustees have considered the licence arrangements for the school buildings in the context of the accounting requirement set out in Academies Accounts Direction 2017 to 2018 and have determined that the conditions required to conclude that the trust has control over the properties are not met and consequently those buildings are not recognised in the financial statements. The licence arrangements allow the trust to occupy the buildings free of charge. No income or expenditure is recognised for the rent free occupation because the trustees do not consider that a reliable measure of the amount the trust would otherwise have to pay to secure the premises can be made. The costs of improvements to these properties is expensed.

Depreciation is provided on all tangible fixed assets other than freehold land and assets under construction, at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following bases:

Furniture and fixtures	-	25% straight line
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**1.6 Operating leases**

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

**1.7 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**1.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.



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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies (continued)**

**1.9 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.10 Liabilities and provisions**

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Academy Trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.11 Financial instruments**

The Academy Trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the Academy Trust and their measurement basis are as follows:

*Financial assets* - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments. Cash at bank is classified as a basic financial instrument and is measured at face value.

*Financial liabilities* - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised costs as detailed in note 15. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

**1.12 Taxation**

The Academy Trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Academy Trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies (continued)**

**1.13 Pensions**

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ("TPS") and the Local Governments Pension Scheme ("LGPS"). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy Trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 21, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of financial activities incorporating income and expenditure account and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

**1.14 Conversion to an academy trust**

The conversion from a state maintained school to an academy trust involved the transfer of identifiable assets and liabilities and the operation of the school for £NIL consideration. The substance of the transfer is that of a gift and it has been accounted for on that basis as set out below.

The assets and liabilities transferred on conversion from Diss Church Junior School, Dickleburgh Voluntary Controlled Primary School, Archbishop Sancroft High School and Harleston CofE VA Primary School to an academy trust have been valued at their fair value. The fair value has been derived from external professional valuations. The amounts have been recognised under the appropriate balance sheet categories, with a corresponding amount recognised in Donations - transfer from local authority on conversion in the Statement of financial activities incorporating income and expenditure account and analysed under unrestricted funds, restricted general funds and restricted fixed asset funds.

Further details of the transaction are set out in note 20.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**1. Accounting policies (continued)**

**1.15 Fund accounting**

Unrestricted income funds represent those resources which may be used towards meeting any of the charitable objects of the Academy Trust at the discretion of the Trustees.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

**1.16 Critical accounting estimates and areas of judgment**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Academy Trust trust makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 21, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

Critical areas of judgment:

As described in 1.5, the trustees have determined that a reliable estimate of the amount the trust would otherwise have to pay to occupy its rent free premises cannot be made.

**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2018**

**2. Income from donations and capital grants**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
Transfer from local authority upon conversion	190,459	(1,135,000)	1,626,000	681,459
Total donations and capital grants	<u>190,459</u>	<u>(1,135,000)</u>	<u>1,626,000</u>	<u>681,459</u>

**3. Funding for Academy Trust's educational operations**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
<b>DfE/ESFA grants</b>			
General Annual Grant (GAG)	-	652,072	652,072
Pupil Premium	-	35,416	35,416
Start Up Grant	-	240,000	240,000
	-	<u>927,488</u>	<u>927,488</u>
<b>Other government grants</b>			
Local Authority Grants	-	61,309	61,309
	-	<u>61,309</u>	<u>61,309</u>
<b>Other funding</b>			
Catering income	14,622	-	14,622
Educational grants from Norwich Diocesan Board of Finance	95,000	-	95,000
	<u>109,622</u>	-	<u>109,622</u>
	<u>109,622</u>	<u>988,797</u>	<u>1,098,419</u>

**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2018**

**4. Other trading activities**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Income from other charitable activity	17,214	-	17,214
Income from other ancillary trading	5,584	-	5,584
	<u>22,798</u>	<u>-</u>	<u>22,798</u>

**5. Expenditure**

	Staff costs 2018 £	Premises 2018 £	Other costs 2018 £	Total 2018 £
Educational Operations:				
Direct costs	558,819	-	74,982	633,801
Support costs	111,946	44,382	151,382	307,710
	<u>670,765</u>	<u>44,382</u>	<u>226,364</u>	<u>941,511</u>

**6. Support costs**

	Educational Operations £	Total 2018 £
Technology Costs	33,259	33,259
Maintenance of premises and equipment	40,082	40,082
Other support costs	107,285	107,285
Improvements to diocesan premises occupied under licence	4,300	4,300
Governance - professional fees	10,490	10,490
Wages and salaries	95,089	95,089
National insurance	2,433	2,433
Pension cost	14,424	14,424
Depreciation	348	348
	<u>307,710</u>	<u>307,710</u>

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**7. Net income/(expenditure)**

This is stated after charging:

	<b>Period ended 31 August 2018 £</b>
Depreciation of tangible fixed assets: - owned by the charity	<b>348</b>
Auditors' remuneration - audit	<b>8,900</b>
Auditors' remuneration - other services	<b>1,590</b>
	<hr/> <hr/>

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**8. Staff costs**

**a. Staff costs**

Staff costs were as follows:

	<b>Period ended 31 August 2018 £</b>
Wages and salaries	485,262
Social security costs	40,457
Pension costs	107,770
	<hr/>
	633,489
Supply teacher costs	7,599
Staff restructuring costs	29,677
	<hr/>
	<b>670,765</b>

Staff restructuring costs comprise:

	<b>Period ended 31 August 2018 £</b>
Redundancy payments	29,677

**b. Staff numbers**

The average number of persons employed by the Academy Trust during the period was as follows:

	<b>Period ended 31 August 2018 No.</b>
Teachers	60
Administration and support	114
Management	9
	<hr/>
	<b>183</b>

The number of employees whose employment benefits in the accounting period (excluding employer pensions costs) exceeded £60,000 was NIL.

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**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2018**

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**8. Staff costs (continued)**

The above employees participate in the Teachers' Pension Scheme.

The key management personnel of the academy trust comprise the Chief Operations Officer. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £9,367.

This figure is not included within staff costs above, but is charged via a Service Level Agreement between the Academy Trust and The Diocese Of Norwich Education and Academy Trust (note 24).

**9. Central services**

The Academy Trust has provided the following central services to its academies during the year:

- Finance Support
- Legal Support
- Governor Support/Clerking

The Academy Trust charges for these services on the following basis:

From academy conversion dates (note 20):

1% of General Annual Grant and Education Services Grant.

The actual amounts charged during the year were as follows:

	<b>Period ended 31 August 2018 £</b>
Archbishop Sancroft High School (A CofE Academy)	<b>1,604</b>
Dickleburgh CofE Primary Academy	<b>1,811</b>
Diss CofE Junior Academy	<b>1,910</b>
Harleston CofE VA Primary Academy	<b>1,196</b>
Total	<b>6,521</b>

**10. Trustees' remuneration and expenses**

During the period, no Trustees received any remuneration.

During the period, no Trustees received any benefits in kind.

During the period ended 31 August 2018, no Trustees received any reimbursement of expenses.



**THE DIOCESE OF NORWICH ST BENET'S MULTI-ACADEMY TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2018**

**11. Trustees' and Officers' Insurance**

In accordance with normal commercial practice the academy has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme.

**12. Other finance income**

	<b>Period ended 31 August 2018 £</b>
Interest income on pension scheme assets	5,000
Interest on pension scheme liabilities	(10,000)
	(5,000)
	(5,000)

**13. Tangible fixed assets**

	<b>Leasehold property £</b>	<b>Furniture and fixtures £</b>	<b>Total £</b>
<b>Cost</b>			
Additions	-	5,567	5,567
Transfer on conversion	1,626,000	-	1,626,000
At 31 August 2018	1,626,000	5,567	1,631,567
<b>Depreciation</b>			
Charge for the period	-	348	348
At 31 August 2018	-	348	348
<b>Net book value</b>			
At 31 August 2018	1,626,000	5,219	1,631,219

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**13. Tangible fixed assets (continued)**

**Terms of Occupation of Premises**

**Year of conversion and academy name**

	<b>Buildings</b>	<b>Land</b>
2017/18 Archbishop Sancroft High School (A CofE Academy)	Licence, 2 years notice from NDBF	125 year lease from NCC
2017/18 Dickleburgh CofE Primary Academy	Licence, 2 years notice from NDBF	125 year lease from NCC
2017/18 Diss CofE Junior Academy	Licence, 2 years notice from NDBF	125 year lease from NCC
2017/18 Harleston CofE VA Primary Academy	Licence, 2 years notice from NDBF	125 year lease from NCC

**14. Debtors**

	<b>2018</b>
	<b>£</b>
Trade debtors	<b>12,352</b>
VAT recoverable	<b>16,339</b>
Other debtors	<b>431,228</b>
Prepayments and accrued income	<b>39,027</b>
	<b>498,946</b>

**15. Creditors: Amounts falling due within one year**

	<b>2018</b>
	<b>£</b>
Trade creditors	<b>88,676</b>
Other taxation and social security	<b>74,203</b>
Other creditors	<b>236,701</b>
Accruals and deferred income	<b>42,541</b>
	<b>442,121</b>

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**16. Statement of funds**

	Balance at 26 March 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2018 £
<b>Unrestricted funds</b>						
Unrestricted funds	-	322,879	(85,609)	(5,567)	-	231,703
<b>Restricted funds</b>						
General Annual Grant (GAG)	-	652,072	(622,072)	(30,000)	-	-
Pupil premium	-	35,416	(35,416)	-	-	-
Start up funds	-	240,000	(139,066)	-	-	100,934
Other LA grants	-	61,309	-	-	-	61,309
Pension reserve	-	(1,135,000)	(59,000)	30,000	9,000	(1,155,000)
	-	(146,203)	(855,554)	-	9,000	(992,757)
<b>Restricted fixed asset funds</b>						
Restricted Fixed Asset Funds	-	1,626,000	(348)	5,567	-	1,631,219
Total restricted funds	-	1,479,797	(855,902)	5,567	9,000	638,462
Total of funds	-	1,802,676	(941,511)	-	9,000	870,165

The specific purposes for which the funds are to be applied are as follows:

The General Annual Grant (GAG) represents core funding for the educational activities of the school that has been provided to the academy via the Education and Skills Funding Agency by the department of Education. The GAG fund has been set up because GAG must be used for the normal running costs of the academy.

The pension reserve identifies the pension deficit on the local authority pension scheme.

The local authority grants fund recognises the restricted grant funding received from the local authority to be used for the purpose of specific projects and assisting with the education of children who require special assistance when it comes to learning.

The restricted fixed assets fund recognises the tangible fixed assets gifted to the trust upon conversion by the local authority and also those purchased by the academy following conversion that have been funded from GAG and other funds (via fund transfers). Depreciation charged on those tangible fixed assets is allocated to the fund.

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**16. Statement of funds (continued)**

**Analysis of academies by fund balance**

Fund balances at 31 August 2018 were allocated as follows:

	<b>Total 2018 £</b>
Archbishop Sancroft High School (A CofE Academy)	214,922
Dickleburgh CofE Primary Academy	(22,576)
Diss CofE Junior Academy	41,392
Harleston CofE VA Primary Academy	5,638
Central services	154,570
	<hr/>
Total before fixed asset fund and pension reserve	393,946
Restricted fixed asset fund	1,631,219
Pension reserve	(1,155,000)
	<hr/>
Total	870,165
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The following academy is carrying a net deficit on its portion of the funds as follows:

<b>Name of academy</b>	<b>Amount of deficit £</b>
Dickleburgh CofE Primary Academy	(22,576)

The deficit of Dickleburgh CofE Primary Academy was transferred to the Academy on conversion and relates to a building project. The Academy Trust will recover this amount over the next three years.

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**16. Statement of funds (continued)**

**Analysis of academies by cost**

Expenditure incurred by each academy during the year was as follows:

	Teaching and educational support staff costs £	Other support staff costs £	Educational supplies £	Other costs excluding depreciat- ion £	Total 2018 £
Archbishop Sancroft High School (A CofE Academy)	149,071	42,439	13,506	13,389	218,405
Dickleburgh CofE Primary Academy	149,386	25,169	10,654	20,699	205,908
Diss CofE Junior Academy	160,170	29,368	14,573	27,947	232,058
Harleston CofE VA Primary Academy	96,654	14,970	4,055	7,799	123,478
Central services	3,538	-	21,838	135,938	161,314
	<u>558,819</u>	<u>111,946</u>	<u>64,626</u>	<u>205,772</u>	<u>941,163</u>

**17. Analysis of net assets between funds**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
Tangible fixed assets	-	-	1,631,219	1,631,219
Current assets	684,824	151,243	-	836,067
Creditors due within one year	(442,121)	-	-	(442,121)
Provisions for liabilities and charges	(11,000)	(1,144,000)	-	(1,155,000)
	<u>231,703</u>	<u>(992,757)</u>	<u>1,631,219</u>	<u>870,165</u>

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**18. Reconciliation of net movement in funds to net cash flow from operating activities**

	Period ended 31 August 2018 £
Net income for the year (as per Statement of Financial Activities)	861,165
<b>Adjustment for:</b>	
Depreciation charges	348
Increase in debtors	(498,946)
Increase in creditors	442,121
Defined benefit pension scheme obligation inherited	1,135,000
Defined benefit pension scheme cost less contributions payable	24,000
Defined benefit pension scheme finance cost	5,000
Fixed assets inherited on conversion	(1,626,000)
<b>Net cash provided by operating activities</b>	<b>342,688</b>

**19. Analysis of cash and cash equivalents**

	Period ended 31 August 2018 £
Cash in hand	337,121
Total	337,121

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**20. Conversion to an academy trust**

On 1 June 2018 Diss Church Junior School and Dickleburgh Voluntary Controlled Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to The Diocese of Norwich St Benet's Multi-Academy Trust from Norfolk County Council for £NIL consideration.

On 1 August 2018 Archbishop Sancroft High School and Harleston CofE VA Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to St Benet's Multi-Academy Trust from Norfolk County Council for £NIL consideration.

The transfer has been accounted for as a combination that is in substance a gift. The assets and liabilities transferred were valued at their fair value and recognised in the Balance sheet under the appropriate headings with a corresponding net amount recognised as a net gain in the Statement of financial activities incorporating income and expenditure account as Donations - transfer from local authority on conversion

The following table sets out the fair values of the identifiable assets and liabilities transferred and an analysis of their recognition in the Statement of financial activities incorporating income and expenditure account.

**TOTAL**

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Freehold/leasehold land and buildings	-	-	1,626,000	1,626,000
Budget surplus/(deficit) on LA funds	190,459	-	-	190,459
LGPS pension surplus/(deficit) (note 21)	-	(1,135,000)	-	(1,135,000)
Net assets/(liabilities)	<u>190,459</u>	<u>(1,135,000)</u>	<u>1,626,000</u>	<u>681,459</u>

The leasehold land transferred on conversion is held on a 125 year lease with Norfolk County Council.

**Archbishop Sancroft High School (A CofE Academy)**

	Unrestricted Funds £	Restricted Funds £	Restricted Fixed Asset Funds £	Total Funds £
Leasehold land	-	-	565,000	565,000
Budget surplus on LA funds	19,159	-	-	19,159
Total	<u>19,159</u>	<u>-</u>	<u>565,000</u>	<u>584,159</u>

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**Dickleburgh CofE Primary Academy**

	Unrestricted Funds £	Restricted Funds £	Restricted Fixed Asset Funds £	2018 £
Leasehold land	-	-	235,000	235,000
Budget deficit on LA funds	(60,615)	-	-	(60,615)
<b>Total</b>	<b>(60,615)</b>	<b>-</b>	<b>235,000</b>	<b>174,385</b>

**Diss CofE Junior Academy**

	Unrestricted Funds £	Restricted Funds £	Restricted Fixed Asset Funds £	2018 £
Leasehold land	-	-	384,000	384,000
Budget surplus on LA funds	5,321	-	-	5,321
<b>Total</b>	<b>5,321</b>	<b>-</b>	<b>384,000</b>	<b>389,321</b>

**Harleston CofE VA Primary Academy**

	Unrestricted Funds £	Restricted Funds £	Restricted Fixed Asset Funds £	2018 £
Leasehold land	-	-	442,000	442,000
Budget surplus on LA funds	226,594	-	-	226,594
<b>Total</b>	<b>226,594</b>	<b>-</b>	<b>442,000</b>	<b>668,594</b>

**21. Pension commitments**

The Academy Trust's employees belong to two principal pension schemes: the Teacher's Pension Scheme for England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Norfolk County Council. Both are Multi-employer defined benefit pension schemes.

As described in note 20 the LGPS obligation relates to the employees of the academy trust, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the academy trust at the balance sheet date.

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31



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**21. Pension commitments (continued)**

March 2016.

Contributions amounting to £22,288 were payable to the schemes at 31 August 2018 and are included within creditors.

**Teachers' Pension Scheme**

**Introduction**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

**Valuation of the Teachers' Pension Scheme**

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay, including a 0.08% employer administration charge.
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%.

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The employer's pension costs paid to TPS in the period amounted to £34,000.

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website ([www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx](http://www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx)).

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The trust has set out above the information available on the scheme.

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**21. Pension commitments (continued)**

**Local Government Pension Scheme**

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the period ended 31 August 2018 was £38,000., of which employer's contributions totalled £30,000. and employees' contributions totalled £8,000. The agreed contribution rates for future years are 25.5% for employers and 6.25% for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

Principal actuarial assumptions:

	<b>2018</b>
Discount rate for scheme liabilities	<b>2.80 %</b>
Rate of increase in salaries	<b>2.60 %</b>
Rate of increase for pensions in payment / inflation	<b>2.30 %</b>

The current mortality assumptions include sufficient allowance for future improvements in mortality rates. The assumed life expectations on retirement age 65 are:

	<b>2018</b>
Retiring today	
Males	<b>22.1 years</b>
Females	<b>24.4 years</b>
Retiring in 20 years	
Males	<b>24.1 years</b>
Females	<b>26.4 years</b>

	<b>Period ended</b>
	<b>At 31 August</b>
	<b>2018</b>
	<b>£</b>
<b>Sensitivity analysis</b>	
Discount rate +0.1%	<b>66,400</b>
Discount rate -0.1%	<b>(66,400)</b>
Mortality assumption - 1 year increase	<b>103,520</b>
Mortality assumption - 1 year decrease	<b>(103,520)</b>
CPI rate +0.1%	<b>56,400</b>
CPI rate -0.1%	<b>(56,400)</b>

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**21. Pension commitments (continued)**

The Academy Trust's share of the assets in the scheme was:

	<b>Fair value at 31 August 2018 £</b>
Equities	731,000
Bonds	487,000
Property	172,000
Cash	43,000
	1,433,000
	1,433,000

The actual return on scheme assets was £10,186.

The amounts recognised in the Statement of financial activities incorporating income and expenditure account are as follows:

	<b>Period ended 31 August 2018 £</b>
Current service cost	(54,000)
Interest income	5,000
Interest cost	(10,000)
	(59,000)
	(59,000)

Movements in the present value of the defined benefit obligation were as follows:

	<b>Period ended 31 August 2018 £</b>
Upon conversion	2,520,000
Current service cost	54,000
Interest cost	10,000
Employee contributions	8,000
Actuarial gains	(1,000)
Benefits paid	(3,000)
	2,588,000
	2,588,000

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**21. Pension commitments (continued)**

Movements in the fair value of the Academy Trust's share of scheme assets:

	<b>Period ended 31 August 2018 £</b>
Upon conversion	1,385,000
Interest income	5,000
Actuarial losses	8,000
Employer contributions	30,000
Employee contributions	8,000
Benefits paid	(3,000)
	<hr/>
Closing fair value of scheme assets	<b>1,433,000</b>
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**22. Operating lease commitments**

At 31 August 2018 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	<b>2018 £</b>
<b>Amounts payable:</b>	
Within 1 year	7,876
Between 1 and 5 years	17,502
After more than 5 years	3,978
	<hr/>
Total	<b>29,356</b>
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**23. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £ 10 for the debts and liabilities contracted before he/she ceases to be a member.

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**24. Related party transactions**

Owing to the nature of the academy trust and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which Trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH and with the trust's financial regulations and normal procurement procedures relating to connected and related party transactions.

The Norwich Diocesan Board of Finance (NDBF) is a related party due to its powers in relation to the appointment of the company's members.

NDBF awarded a £95,000 Start Up grant to the trust to support the establishment and growth of the trust. This amount is included in debtors.

A further £95,000 Start Up grant was awarded by the DfE, this was initially received by The Diocese of Norwich Education and Academies Trust (DNEAT) acting as agent for the new trust. DNEAT is a related party due to a common influence on the appointment of company members from the NDBF. The funds are included within St Benet's as restricted income.

DNEAT charged the trust £38,775 in respect of set-up costs. A further £282,731 was reimbursed to DNEAT for costs that it incurred on behalf of the trust (as agent) in the period before its banking arrangements were set up. All such amounts have been provided at no more than cost and DNEAT has provided a statement of assurance confirming this.

