

**GREAT OAK MULTI ACADEMY TRUST**  
**formerly**  
**GREAT CHESTERFORD CHURCH OF ENGLAND**  
**ACADEMY TRUST**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2017**

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

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# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS MEMBERS, TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2017

<b>Members</b>	The Chelmsford Diocese Educational Trust The Parochial Church Council of Great Chesterford (resigned 31 December 2016) The Parochial Church Council of Little Chesterford (resigned 31 December 2016) Rev David Tomlinson (appointed 1 January 2017) Chair (ex officio position)
<b>Trustees</b>	Mr G Benn Mr D Boatman, Vice Chair Mrs F Keys (resigned 31 December 2016) Mrs S Mitchell, Headteacher Mrs N Starbuck (resigned 31 December 2016) Mr A Taylor, Chair Mrs L Jeremy Rev J Parsons (resigned 31 December 2016) Mrs J Fullerty (resigned 31 December 2016) Ms A Peters (resigned 31 December 2016) Mr V Rust (resigned 31 December 2016) Mrs J Menell (resigned 31 December 2016) Mrs A Sargeant (resigned 31 December 2016) Mr N Rowe (appointed 8 November 2016, resigned 31 December 2016) Mrs J Grandfield (appointed 1 January 2017, resigned 11 September 2017) Mrs M Challinor (appointed 1 January 2017) Mr J Luke (appointed 1 January 2017) Mr A Armour (appointed 1 January 2017)
<b>Company registered number</b>	07769026
<b>Company name</b>	Great Oak Multi Academy Trust
<b>Registered and principal office</b>	School Street Great Chesterford Saffron Walden Essex CB10 1NN
<b>Company Secretary</b>	Ms Alison Daltrey (resigned 31 July 2017) Mrs Barbara Benn (appointed 1 September 2017)
<b>Chief Executive Officer</b>	Mrs Sarah Mitchell
<b>Senior Leadership Team</b>	Sarah Mitchell Amy Sargeant Louise Gurney, (appointed 1 January 2017) Joanne Fradd, (appointed 1 January 2017)
<b>Independent Auditors</b>	Price Bailey LLP Chartered Accountants Statutory Auditors Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**Advisers (continued)**

**Bankers**

Lloyds Banking Group  
3 King Street  
Saffron Walden  
Essex  
CB10 1HF

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2017

The Trustees present their Annual Report together with the financial statements and Auditor's Report of Great Oak Multi Academy Trust (The Trust or the Charitable Company) for the year ended 31 August 2017. The Annual Report serves the purposes of both a Trustees' Report, and a Directors' Report under company law.

The Trust operates 2 primary Academies serving a catchment area in Uttlesford. The Academies have a combined capacity of 371 and had a roll of 310 in the 2017 school census.

### Structure, Governance and Management

The Trust is a company limited by guarantee and an exempt charity. The Charitable Company's Memorandum and Articles of Association are its primary governing documents. The Trustees of The Charitable Company are also the Directors for the purposes of company law. The terms Trustee and Director are interchangeable. The Charitable Company includes the following Academies:

- Great Chesterford C. of E. Primary Academy (GCPA) converted 9 September 2011.
- Debden C. of E. Primary Academy (DPA) converted and joined the Trust on 1 January 2017.

The operation of the Academies and employment of staff are the responsibility of the Trustees. The Trust retains control of Academy budgets and finances, and monitors these through its Finance Committee. Throughout this report the Board of Trustees is referred to as the Main Governing Body (MGB). Each Academy has appointed Local Governing Bodies (LGB) who have delegated authority to administer their Academy within agreed budgets.

Details of the Trustees who served throughout the period are included in the Reference and Administrative Details section. Within this Report the term Trustee refers to a member of the MGB and the term Governor to a member of an LGB. Details of the Trustees who served during the year are included in the Reference and Administrative Details section.

### 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.

### Trustees and Officers' Indemnities

In accordance with normal commercial practice the Trust has purchased insurance to protect Trustees, Governors and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Trust business. Details are included in note 12 of the financial statements.

### Method of Recruitment and Appointment or Election of Trustees

The arrangements for the appointment of Trustees are as set out in the Articles of Association and Funding Agreement.

Trustees are appointed for a fixed term. The Chief Executive Officer (CEO) is an ex officio member of the MGB. Other Trustees are elected to office or appointed if there are insufficient candidates offering themselves for election. The Articles of Association make provision for 9 Trustees plus the CEO.

### Policies and Procedures Adopted for the Induction and Training of Trustees and Governors

The Trust is committed to providing adequate opportunities for Trustees and Governors to undertake and receive suitable training so as to enable them to perform their role effectively. To this end The Trust encourages continued professional development to maintain and improve skills by providing in-house training in addition to sign posting external provision (both on-line and face to face). The induction programme would involve a tour of the relevant Academy, meetings with students and staff and provision of policy and procedures documents that are appropriate to the role they undertake with particular emphasis on the committee work that they will undertake.

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2017

### Organisational Structure

The governance of the Trust is defined in the Memorandum and Articles of Association together with the Funding Agreement with the Department of Education.

The MGB, meets on at least 4 occasions per year. The MGB is responsible for the strategic direction of the Trust. The Trustees are responsible for setting strategic policy, adopting an annual plan and budget, monitoring The Trust by the use of those budgets and making major decisions about the direction of The Trust, capital expenditure and senior staff appointments. The Governors within their LGB's are responsible for implementing strategic policy, ensuring the appropriateness of annual budgets and capital expenditure projects for their Academy and monitoring performance against that budget and authorised capital limits.

The Senior Leadership Teams (SLT's) control the Academies at an executive level implementing policies and reporting to their LGB. Each SLT is responsible for the day to day operation of their Academy, in conjunction with the CEO, in particular organising staff, resources and students. They are responsible for the authorisation of spending within agreed budgets and for the appointment of staff following vetting and safeguarding recruitment processes.

The Trust's CEO is the Accounting Officer.

### Arrangements for setting pay and remuneration of key management personnel

Key management personnel include Trustees and those staff to whom the Trustees have delegated significant authority and responsibility in the day-to-day running of the Trust.

Pay and remuneration of key management personnel is decided by a variety of contributory factors, such as the Academy group size, ISR, the pay scales for each role and the level of experience of each staff member. In addition, pay levels may be affected by nationally agreed pay awards, the ability to recruit and retain in post, all of which are in accordance with the Trust's appointment and pay policies.

All amendments to key management's pay and remuneration is approved by the appropriate sub-committee and ratified by the MGB.

### Related Parties and other Connected Charities and Organisations

Owing to the nature of the Trust's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, it is inevitable that from time to time transactions will take place with organisations in which members of the MGB may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Trust's financial regulations and normal procedures. Any transaction where the Trustee may have a pecuniary interest is only undertaken in accordance with the 'at cost' principle described in the Academies Financial Handbook.

The Trust cooperated with the following organisations during the academic year in pursuit of its charitable activities:

- Walden School, Saffron Walden
- Great Chesterford Parish Council
- Chesterfords' Pre-School, Great Chesterford
- Wenden Nursery, Wendens Ambo
- Bright Horizons, Hinxton
- Duxford Nursery, Duxford
- First Steps, Wilbraham
- Rainbow Nursery, Stapleford
- All Saints' Church, Great Chesterford
- Saint Mary's The Virgin and All Saints Church, Debden
- Carver Barracks, Wimbish
- Debden Pre-school
- Busy Bees Pre-School, Carver Barracks, Wimbish

The Trust does not have a formal sponsor.

# GREAT OAK MULTI ACADEMY TRUST

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## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2017

### Objectives and Activities

#### Objects and Aims

The Trust's principal activities are the provision of a free primary education to children of the ages 4 to 11 years, in a caring and Christian community, promoting high standards of attainment, extra-curricular activities and personal development. Our vision is to prepare children for their role in the wider world, to promote resilience and develop their skills to allow them to be valued members of society.

The Trust's object is specifically restricted to the following: to advance the public benefit education in the United Kingdom, in particular but without prejudice to the work of GCPA and DPA by establishing, maintaining, carrying on and developing Schools with a designated Church of England religious character offering a broad and balanced curriculum. This will be conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular to arranging for religious education and daily acts of worship (as required by the Funding Agreement), and in having regard to the advice of the Diocesan Board of Education.

#### Objectives, Strategies and Activities

During the year, the Trust has worked towards these aims by:

- Successful conversion of DPA.
- Maintaining standards at GCPA during the conversion of DPA and in its role as sponsor for DPA.
- Maintaining staff morale and parental satisfaction at GCPA in its role as sponsor.
- GCPA maintains positive reputation in the local community.
- Improving outcomes at DPA.
- Improving Safeguarding procedures at DPA.
- Developing a positive working relationship between staff at both Academies.
- Improving financial management and value for money at DPA.

Our success in fulfilling our aims can be measured by:

- DPA successfully converted on 1 January 2017 with all deadlines being met.
- GCPA outcomes were excellent and highlights are listed under achievements and performance.
- Staff morale at GCPA remains high with little turnover.
- Applications for Reception Class 2017 at GCPA were 50 for 30 places. The class is full and 4 remain on the waiting list. Several classes still have waiting lists.
- Outcomes at DPA have improved and highlights are listed under achievements and performance.
- Safeguarding procedures at DPA have been improved, including monitoring and physical improvements.
- Staff at both Academies are working together on activities such as peer coaching, this includes SMT, teaching staff and teaching assistants.
- Class reorganisation at DPA has contributed to an improved financial position; rigorous monitoring has been put in place for DPA financial procedures to ensure that the School operates within its budget and seeks value for money at every opportunity.

#### Public Benefit

The Trustees believe that by working towards the objects and aims of the Trust as detailed above, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission. The public benefit provided by the Trust has been recognised through its academic results and its contribution to the community.

#### Strategic Report

##### Achievements and Performance

The Trust continued its mission to ensure that students achieved their potential in public examinations; encouraged a wide range of extra-curricular activities; developed and retained suitable staff and guided students in suitable progression when they left their Academy.

# GREAT OAK MULTI ACADEMY TRUST

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## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2017

Specific achievements were as follows:

Academic achievements at GCPA:

- 88% of children achieved GLD at the end of EYFS.
- 97% of children were successful in passing the Year One Phonics Check.
- 70% of children achieved expected standard in Reading, Writing and Maths at the end of KS1.
- 30% of children achieved greater depth in Reading at the end of KS1.
- 30% of children achieved greater depth in Maths at the end of KS1.
- 23% of children achieved greater depth in Reading, Writing and Maths at the end of KS1.
- 90% of children achieved expected standard in Reading at the end of KS2.
- 69% of children achieved greater depth in Reading at the end of KS2.
- 90% of children achieved expected standard in Writing at the end of KS2.
- 93% of children achieved expected standard in Maths at the end of KS2.
- 62% of children achieved greater depth in Maths at the end of KS2.
- 93% of children achieved expected standard in SPAG at the end of KS2.
- 66% of children achieved greater depth in SPAG at the end of KS2.
- 86% of children achieved expected standard in Reading, Writing and Maths at the end of KS2.

Academic achievements at DPA:

- 79% of children achieved GLD at the end of EYFS.
- 95% of children were successful in passing the Year One Phonics Check.
- 32% of children achieved greater depth in Reading at the end of KS1.
- 21% of children achieved greater depth in Reading, Writing and Maths at the end of KS1.
- 93% of children achieved expected standard in Reading at the end of KS2.
- 29% of children achieved greater depth in Reading at the end of KS2.
- 29% of children achieved greater depth in Writing at the end of KS2.
- 93% of children achieved expected standard in Maths at the end of KS2.
- 93% of children achieved expected standard in SPAG at the end of KS2.
- 29% of children achieved greater depth in SPAG at the end of KS2.
- 79% of children achieved expected standard in Reading, Writing and Maths at the end of KS2.

Staff turnover at GCPA has remained low.

Attendance at both Academies is high: 97.32% (GCPA) 96.7% (DPA)

GCPA has once again secured the Gold Sports Mark Award and has also successfully been re-validated as A Health School.

General feedback from Year 7 pupils has been very positive; pupils at all six destinations have made excellent transitions and most continue to play an active role in all aspects of school life (Feedback from pupils, parents and secondary schools).

### Key Performance Indicators

The Trustees receive regular information at each committee meeting to enable them to monitor the performance of the Trust compared to aims, strategies and financial budgets.

As funding is based on pupil numbers this is a key performance indicator. Total pupil numbers for 2017 were 310.

Another key financial performance indicator is staffing costs as a percentage of total income (excluding capital grants). For 2016/17 this was 55%. The Trustees are confident that staffing levels are closely monitored to agreed Full Time Equivalents and staffing structures all approved by the MGB.

The Finance and Premises Committees also monitor premises costs to General Annual Grant (GAG) income, capitation spend for curriculum departments to GAG income, total income less grants and cash flow on a regular basis to ensure that the budget is set and managed appropriately. All of the above KPI's were within the parameters set by the MGB.

# GREAT OAK MULTI ACADEMY TRUST

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## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2017

### Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the 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 Statement of Accounting Policies.

### Financial Review

The principal source of funding for the Trust is the General Annual Grant (GAG) and other grants that it receives from the Education and Skills Funding Agency (ESFA). For the year ended 31 August 2017 the Trust received £1,927,600 of GAG and other funding. A high percentage of this income is spent on wages and salaries and support costs to deliver the Trust's primary objective of the provision of education. The Trust brought forward from 15/16, £470,930 restricted funds and £197,478 unrestricted funding. The carry forward for 16/17 is £466,803 restricted funding and £207,990 unrestricted funding.

Due to the accounting rules for the Local Government Pension Scheme under FRS102, the Trust is recognising a significant pension fund deficit of £545,000. This does not mean that an immediate liability for this amount crystallises and such a deficit generally results in a cash flow effect in the form of increased employer contributions over a number of years.

### Reserves Policy

The Trustees are aware of the requirement to balance current and future needs and always aim to set a balanced budget with annual income balancing annual expenditure. The Trustees monitor estimated year-end carry forward figures via the monthly reports from the Business Manager. The budget plan identifies how any carry forward will be allocated in the plan for the following academic year, including the identification of any funds earmarked for a specific project or purpose.

The Trust's current level of free reserves (total funds less the amount held in fixed assets and restricted funds) is £207,990.

The Trust's balance on restricted general funds (excluding pension reserve and donation in kind) plus the balance on unrestricted funds at 31 August 2017 was £674,793.

The cash balance of the Trust has been very healthy all year, ending the year with a balance of £912,788. A significant proportion of this cash is held against specific projects and is not available to meet normal recurring expenditure. The Trustees monitor cash flow as part of the committee Business Manager reports.

### Investment Policy

An Investment Policy was approved by the MGB on the 22 May 2017.

The aim of the policy is to ensure funds that the Trust does not immediately need to cover anticipated expenditure are invested to maximise its income but with minimal risk. The aim is to research where funds may be deposited applying prudence in ensuring there is minimum risk. The Trustees do not consider the investment of surplus funds as a primary activity, rather as good stewardship and as and when circumstances allow.

### Principal Risks and Uncertainties

The Trust works with the LGB's in maintaining a central risk register identifying the major risks, to which each Academy is exposed, and identifying actions and procedures to mitigate those risks. This register is approved and monitored by the MGB with scrutiny by the Audit and Risk Committee with a formal review of the process undertaken on an annual basis. The internal control systems and the exposure to identified risks are monitored on behalf of the Trustees at each Audit & Risk Committee meeting. The principal risks facing the Trust are outlined below; those facing the Academies at an operational level are addressed by its systems and by internal financial and other controls.

The Trustees report that the Trust's financial and internal controls conform to guidelines issued by the ESFA, and that improvements to the wider framework of systems dealing with business risk and risk management strategy continue to be made and formally documented.

It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

## GREAT OAK MULTI ACADEMY TRUST

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### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2017

As a group of academy schools, the level of financial risk is low. Cash flows can be reliably forecast, monitored and reported. Staff costs make up the majority of expenditure and are relatively stable with contingencies in place to cover such items as sickness and maternity.

The Trustees assess the other principal risks and uncertainties facing the Trust as follows:

- each Academy within the Trust has considerable reliance on continued Government funding through the ESFA and there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms;
- failures in governance and/or management - the risk in this area arises from potential failure to effectively manage the Trust's finances, internal controls, compliance with regulations and legislation, statutory returns, etc. The Trustees continue to review and ensure that appropriate measures are in place to mitigate these risks;
- reputational - the continuing success of the individual Academies is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk Trustees ensure that student progress and outcomes are closely monitored and reviewed;
- safeguarding and child protection - the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline;
- staffing - the success of the Academies is reliant on the quality of its staff and the Trustees monitor and review policies and procedures and recruitment to ensure continued development and training of staff as well as ensuring there is clear succession planning;
- fraud and mismanagement of funds - The Trust has appointed Sarah Smith to carry out independent and external checks on financial systems and records as required by the Academy Financial Handbook. All finance staff receive training to keep up to date with financial practice requirements and develop their skills in this area;
- financial instruments – the Trust only deals with bank balances, cash and trade creditors, with limited trade (and other) debtors. The risk in this area is considered to be low; and
- defined benefit pension liability – as the Government has agreed to meet the defined benefit pension liability of any Academy ceasing to exist the main risk to the Trust is an annual cash flow funding of part of the deficit. Trustees take these payments into account when setting the annual budget plan.

The Trust and each Academy have continued to strengthen its risk management process throughout the year by improving the process and ensuring staff awareness.

#### Plans for Future Periods

The key objective for The Trust is to strengthen the effectiveness of the MAT and develop back – office support to prepare for further growth of the MAT.

Specific objectives for the forthcoming year as follows:

- Strengthen quality of teaching across the MAT.
- To improve the quality of the teaching and learning environment. (GCPA)
- To instil a positive community for pupils and all stakeholders and the wider community. (GCPA)
- To ensure the School's curriculum inspires children to learn by providing a broad and balanced curriculum. (GCPA)
- To continue to review and improve the English Curriculum. (GCPA)
- To review and develop the teaching of Maths throughout the School. (DPA)
- To monitor, track and provide necessary intervention to close the gap for pupils in Year 3 who are currently not making expected progress. (DPA)
- To develop Subject and Middle Leaders to improve leadership and management. (DPA)
- Ensure that Christian Values are embedded and further develop Christian ethos. (DPA)

**GREAT OAK MULTI ACADEMY TRUST**

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**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2017**

**Auditor**

Insofar as the Trustees are aware:

- there is no relevant audit information of which the Charitable Company's Auditor is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Auditor is aware of that information.

Taking into account the new Multi Academy Trust, it has been decided to reappoint Price Bailey LLP as auditors for this financial year of Great Oak Multi Academy Trust.

The Trustees' Report, incorporating a Strategic Report, was approved by the Board of Trustees on 5 December 2017 and signed on the Board's behalf by:

**Mr A Taylor**  
**Chair of Trustees**

# GREAT OAK MULTI ACADEMY TRUST

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## GOVERNANCE STATEMENT

### SCOPE OF RESPONSIBILITY

As Trustees, we acknowledge we have overall responsibility for ensuring that Great Oak 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 MGB has delegated the day-to-day responsibility to the CEO, 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 Great Oak Multi Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the MGB 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.

Up until December 2016 the MGB formally met 3 times during that period. Attendance at those meetings are listed below;

Trustee	Meetings attended	Out of a possible
Mr G Benn	3	3
Mr D Boatman	2	3
Mrs F Keys	1	3
Mrs S Mitchell	3	3
Mrs N Starbuck	2	3
Mr A Taylor	3	3
Mrs L Jeremy	3	3
Rev J Parsons	2	3
Mrs J Fullerty	3	3
Ms A Peters	2	3
Mr V Rust	2	3
Mrs J Menell	2	3
Mrs A Sargeant	3	3
Mr N Rowe	3	3

The key changes in the composition of the Board of Trustees this year was the change between a Single Academy Trust to a Multi-Academy Trust in January 2017. The main challenge has been the formation of the MAT Board.

From 1 January 2017 the MAT Board formally met 4 times during the period. Attendance at those meetings are listed below;

Mr G Benn	3	3
Mr D Boatman	4	4
Mrs S Mitchell	4	4
Mr A Taylor	4	4
Mrs L Jeremy	3	4
Mrs J Grandfield	4	4
Mrs M Challinor	4	4
Mr J Luke	4	4
Mr A Armour	4	4

Other challenges from the Trust included the focus on approving clear processes, policies and governance documents. Gary Benn was appointed to the Board due to his experience on Health and Safety and building matters. Additional challenges have arisen from implementing the new SAGE system and preparing and planning for extensive building works at GCPA.

The Trustees intends to conduct a self-evaluation or external review of governance in September 2018 after a full academic year of existence.

Self-evaluation has been a key part of the formation of the MAT Board. The result has been clear delegation to the LGBs (each with their own Finance and Premises sub-committee), including the appointment of an additional Director.

# GREAT OAK MULTI ACADEMY TRUST

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## GOVERNANCE STATEMENT (continued)

The Finance & Premises Committee is a sub-committee of the MGB. Up until the end of December 2016, its purpose was to monitor premises, financial control, planning and reporting.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr D Boatman	0	1
Mrs S Mitchell	1	1
Mr V Rust	1	1
Mr A Taylor	1	1
Mr G Benn	0	1
Ms A Peters	1	1

Since the formation of Great Oak Multi Academy Trust, finance is dealt with the MAT Board and the MAT Board is now creating a specific Audit and Risk Committee.

### REVIEW OF VALUE FOR MONEY

As Accounting Officer, the CEO has responsibility for ensuring that the 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.

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

- 1) Rigorous procedures across the Trust for establishing, reviewing and evaluating the School budget including comparisons against national good practise. We have ensured that resources are directed where they are most needed and most effective in meeting educational requirements, for example by:
  - Targeting resources in key subjects areas (English and Maths) – particularly: Talk for Writing project, Maths equipment and KS2 booster groups.
  - Monitoring the needs of particular pupils and ensuring that the support they receive is relevant to them – one to one support in KS1 and KS2; one to one targeted tuition across Key Stage 2; one to one targeted tuition in Year 2.
  - Using resources to ensure pupils are inspired to learn through a broad and balanced curriculum – demonstrated to our stakeholders through half termly Theme Weeks.
  - Peer to peer support for teachers and teaching assistants across the Trust.
  - The effectiveness of these strategies:
    - GCPA - in the continual improvement in results in Early Years, and the achievements at the end of Key Stage in comparison to national trends. The School has also retained the Gold Sports Award and was successful in its re-validation as a Healthy School.
    - DPA – improvement in results in Early Years, Key Stage One Phonics and end of Key Stage Two achievements in comparison to national outcomes. The School was congratulated on its Year 6 progress in reading, writing and maths.
- 2) A rigorous policy, ensuring value for money comparisons for purchased items, Examples include:
  - Reviewing alternative purchasing options to find the best value.
  - Reviewing all providers and leases held at DPA upon their joining the Trust to ensure value for money.
  - Careful consideration has always been made as to whether the purchase is absolutely necessary and this has been extended to DPA.
  - Tender processes for major purchases and contracts.
  - Collaboration with other schools to secure better value for bulk buying of common products; provision of training and educational service personnel.
  - Collaborative purchasing and sharing of resources within the Trust.
- 3) Rigorous evaluation of impact on pupil outcomes including examination results, progress, pupil attendance and transitions.
- 4) Financial Governance. Our governance arrangements include regular monitoring by the MGB, each LGB and their committees. They receive regular CEO Reports, Headteacher reports and SDP updates, and ask relevant questions as recorded in minutes. The work of these committees is further informed by regular Responsible Officer visits and reports.

## **GREAT OAK MULTI ACADEMY TRUST**

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### **GOVERNANCE STATEMENT (continued)**

- 5) **Reviewing Controls and Managing Risk.** Budget reports are reviewed by the Trustees, Finances and Premises Committee, as well as budget holders, in order to ensure that spending is within budget. Additional financial control systems were implemented for DPA to improve its financial status and future. Actions taken to manage risk include the purchase of an appropriate level of insurance cover. Professional advice (eg. HR and legal) has also been sought as necessary particularly during the conversion process from a Single to a Multi Academy Trust.

#### **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 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 Great Oak Multi Academy Trust for the year 1 September 2016 to 31 August 2017 and up to the date of approval of the Annual Report and financial statements.

#### **CAPACITY TO HANDLE RISK**

The MGB have reviewed the key risks to which the 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 Trust's significant risks, that has been in place for the year 1 September 2016 to 31 August 2017 and up to the date of approval of the Annual Report and financial statements. This process is regularly reviewed by the MGB.

As part of the process to become a MAT, the Board of Trustees and SMT skill set has been reviewed by the Department For Education. At each meeting, Trustee roles and responsibilities are carefully considered and used to signpost relevant necessary training/support.

Trustee training has taken place in the following areas: MATs, Safeguarding, Finance in Academies and Special Needs.

#### **THE RISK AND CONTROL FRAMEWORK**

The 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 MGB;
- regular reviews by the Finance & Premises 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; and
- identification and management of risks.

The Board of Trustees has considered the need for a specific internal audit function and has decided to appoint Sarah Smith, the Manager of the Consortium as Internal Auditor.

The Internal Auditor's role includes giving advice on financial matters and performing a range of checks on the Trust's financial systems. In particular the checks carried out in the current period included:

- income;
- expenditure;
- governance;
- payroll;
- banking;
- VAT;
- and security.

On a termly basis, the Internal Auditor reports to the MGB through the Audit and Risk Committee on the operation of the systems of control and on the discharge of the MGB. financial responsibilities.

A financial management checklist is worked through and extra tasks may be requested by the Audit and Risk Committee or Board of Directors. In addition, the DFE internal audit work programme is completed which consists of income, expenditure and payroll checks, bank reconciliation checks, reviewing Finance Committee minutes including Terms of Reference, budget review and security. No material control issues have arisen.

## **GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

### **GOVERNANCE STATEMENT (continued)**

#### **REVIEW OF EFFECTIVENESS**

As Accounting Officer, the CEO has responsibility for reviewing the effectiveness of the system of internal control. During the year 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; and
- the work of the executive managers within the Academies 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 & Premises Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by the Board of Trustees on 5 December 2017 and signed on their behalf, by:

**Mr A Taylor**  
**Chair of Trustees**

**Mrs S Mitchell**  
**Accounting Officer**

## **GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

### **STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

As Accounting Officer of Great Oak Multi Academy Trust I have considered my responsibility to notify the Trust Board of Trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the 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 2016.

I confirm that I and the 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 Trust's funding agreement and the Academies Financial Handbook 2016.

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.

**Mrs S Mitchell**  
**Accounting Officer**

## **GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 AUGUST 2017**

The Trustees of Great Oak Multi Academy Trust (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 and 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 2016 to 2017;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 the Board of Trustees on 5 December 2017 and signed on its behalf by:

**Mr A Taylor**  
**Chair of Trustees**

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF GREAT OAK MULTI ACADEMY TRUST

### OPINION

We have audited the financial statements of Great Oak Multi Academy Trust for the year ended 31 August 2017 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 FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Academies Accounts Direction 2016 to 2017 issued by the Education and Skills Funding Agency.

This Report is made solely to the Charitable Company'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 Charitable Company's Members those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charitable Company Members, for our audit work, for this Report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the Trust's affairs as at 31 August 2017 and of its incoming resources and application of resources for the year 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 2016 to 2017 issued by the Education and Skills Funding Agency.

### BASIS OF 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 Auditor's responsibilities for the audit of the financial statements section of our Report. We are independent of the Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC'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 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 Auditor's Report thereon. Our opinion on the financial statements does not cover the information and, except to the extent otherwise explicitly stated in our Report, we do not express any form of assurance conclusion thereon.

## **GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

### **INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF GREAT OAK MULTI ACADEMY TRUST**

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 the information given in the Trustees' Annual Report incorporating the Strategic Report, for the financial year for which the financial statements are prepared is consistent with the financial statements.

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements have been prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' 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 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' remunerations specified by law 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 Charitable Company 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 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 Trust or to cease operations, or have no realistic alternative but to do so.

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF GREAT OAK MULTI ACADEMY TRUST**

**AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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

Gary Miller (Senior Statutory Auditor)

for and on behalf of

**Price Bailey LLP**

Chartered Accountants  
Statutory Auditors

Causeway House  
1 Dane Street  
Bishop's Stortford  
Hertfordshire  
CM23 3BT  
13 December 2017

# **GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

## **INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO GREAT OAK MULTI ACADEMY TRUST AND THE EDUCATION AND SKILLS FUNDING AGENCY**

In accordance with the terms of our engagement letter dated 20 October 2017 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2016 to 2017, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Great Oak Multi Academy Trust during the year 1 September 2016 to 31 August 2017 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 Great Oak 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 Great Oak 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 Great Oak Multi Academy Trust and the ESFA, for our work, for this report, or for the conclusion we have formed.

### **RESPECTIVE RESPONSIBILITIES OF GREAT OAK MULTI ACADEMY TRUST'S ACCOUNTING OFFICER AND THE REPORTING ACCOUNTANT**

The Accounting Officer is responsible, under the requirements of Great Oak Multi Academy Trust's funding agreement with the Secretary of State for Education dated 23 December 2016, and the Academies Financial Handbook extant from 1 September 2016, 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 2016 to 2017. 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 year 1 September 2016 to 31 August 2017 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 2016 to 2017 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 Trust's income and expenditure.

The work undertaken to draw our conclusion includes:

- Consideration and corroboration of the evidence supporting the Accounting Officer's statement on regularity, propriety and compliance.
- Evaluation of the general control environment of the Trust, extending the procedures required for financial statements to include regularity.
- Discussions with and representations from the Accounting Officer and other key management personnel.
- An extension of substantive testing from our audit of the financial statements to cover matters pertaining to regularity, propriety and compliance in particular checking that selected items were appropriately authorised, and appropriate.

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO GREAT OAK  
MULTI ACADEMY TRUST AND THE EDUCATION AND SKILLS FUNDING AGENCY (continued)**

**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 year 1 September 2016 to 31 August 2017 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Reporting Accountant

**Price Bailey LLP**

Chartered Accountants

13 December 2017

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 AUGUST 2017**

	Note	Unrestricted funds 2017 £	Restricted funds 2017 £	Restricted fixed asset funds 2017 £	Total funds 2017 £	Total funds 2016 £
<b>INCOME FROM:</b>						
Donations & capital grants:						
Transferred on conversion	20	57,145	(7,000)	20,029	70,174	-
Other donations and capital grants	2	15,435	115,423	183,429	314,287	62,292
Charitable activities	3	30,121	1,287,062	-	1,317,183	873,798
Other trading activities	4	24,252	5,158	-	29,410	33,414
Investments	5	546	-	-	546	2,206
<b>TOTAL INCOME</b>		<u>127,499</u>	<u>1,400,643</u>	<u>203,458</u>	<u>1,731,600</u>	<u>971,710</u>
<b>EXPENDITURE ON:</b>						
Charitable activities		110,964	1,472,912	103,051	1,686,927	936,801
<b>TOTAL EXPENDITURE</b>	6	<u>110,964</u>	<u>1,472,912</u>	<u>103,051</u>	<u>1,686,927</u>	<u>936,801</u>
<b>NET INCOME / (EXPENDITURE) BEFORE TRANSFERS</b>						
Transfers between funds	16	16,535	(72,269)	100,407	44,673	34,909
		-	(4,881)	4,881	-	-
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>						
		16,535	(77,150)	105,288	44,673	34,909
Actuarial gains/(losses) on defined benefit pension schemes	22	-	62,000	-	62,000	(161,000)
<b>NET MOVEMENT IN FUNDS</b>		<u>16,535</u>	<u>(15,150)</u>	<u>105,288</u>	<u>106,673</u>	<u>(126,091)</u>
<b>RECONCILIATION OF FUNDS:</b>						
Total funds brought forward		197,478	269,930	21,000	488,408	614,499
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>214,013</u></u>	<u><u>254,780</u></u>	<u><u>126,288</u></u>	<u><u>595,081</u></u>	<u><u>488,408</u></u>

The notes on pages 24 to 42 form part of these financial statements.

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)  
REGISTERED NUMBER: 07769026**

**BALANCE SHEET  
AS AT 31 AUGUST 2017**

	Note	£	2017 £	£	2016 £
<b>FIXED ASSETS</b>					
Tangible assets	13		63,995		56,673
<b>CURRENT ASSETS</b>					
Debtors	14	438,774		161,414	
Cash at bank and in hand		912,788		681,857	
		<u>1,351,562</u>		<u>843,271</u>	
<b>CREDITORS:</b> amounts falling due within one year	15	(275,476)		(60,536)	
<b>NET CURRENT ASSETS</b>			<u>1,076,086</u>		<u>782,735</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,140,081</u>		<u>839,408</u>
Defined benefit pension scheme liability	22		(545,000)		(351,000)
<b>NET ASSETS INCLUDING PENSION SCHEME LIABILITIES</b>			<u><u>595,081</u></u>		<u><u>488,408</u></u>
<b>FUNDS OF THE ACADEMY</b>					
Restricted income funds:					
Restricted income funds	16	799,780		620,930	
Restricted fixed asset funds	16	126,288		21,000	
		<u>926,068</u>		<u>641,930</u>	
Restricted income funds excluding pension liability		926,068		641,930	
Pension reserve		(545,000)		(351,000)	
		<u>381,068</u>		<u>290,930</u>	
Total restricted income funds			<u>381,068</u>		<u>290,930</u>
Unrestricted income funds	16		214,013		197,478
			<u>595,081</u>		<u>488,408</u>
<b>TOTAL FUNDS</b>			<u><u>595,081</u></u>		<u><u>488,408</u></u>

The financial statements on pages 21 to 42 were approved by the Trustees, and authorised for issue, on 5 December 2017 and are signed on their behalf, by:

**Mr A Taylor**  
Chair of Trustees

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 AUGUST 2017**

	Note	2017 £	2016 £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	18	235,266	78,677
<b>Cash flows from investing activities:</b>			
Interest received		546	2,206
Purchase of tangible fixed assets		(4,881)	(10,244)
<b>Net cash used in investing activities</b>		(4,335)	(8,038)
<b>Change in cash and cash equivalents in the year</b>		230,931	70,639
Cash and cash equivalents brought forward		681,857	611,218
<b>Cash and cash equivalents carried forward</b>		912,788	681,857

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

The financial statements of the 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 2016 to 2017 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Great Oak Multi Academy Trust constitutes a public benefit entity as defined by FRS 102.

The Trust's functional and presentational currency is Pounds Sterling.

#### 1.2 Company status

The Trust is a company limited by guarantee. The Members are noted on page 1. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £10 per Member. The registered office is School Street, Great Chesterford, Saffron Walden, Essex, CB10 1NN.

#### 1.3 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the Department for Education 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 and include grants from the Department for Education.

Investment income, gains and losses are allocated to the appropriate fund.

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 1. ACCOUNTING POLICIES (continued)

#### 1.4 Income

All income is recognised once the 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.

Where the donated good is a fixed asset it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the Trust's accounting policies.

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.

#### 1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

#### 1.6 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 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 Trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the 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.

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 1. ACCOUNTING POLICIES (continued)

#### 1.7 Tangible fixed assets and depreciation

The Multi Academy Trust occupies land and the buildings provided to it by the Diocesan Trustees under a license (also referred to as a Church Supplemental Agreement) which contains a two year notice period. Having considered the fact that the Trust occupies the land and buildings by a license that transfers to it no rights or control over the site, save that of occupying it at the will of the Diocesan Trustees under the agreement, the Diocesan Trustees have concluded that the value of the land and buildings occupied by the Trust will not be recognised or valued within fixed assets.

The deemed expenditure of renting the premises for a year is put through the accounts and an equal and opposite donation from the Diocese is included in income. This figure is based on the insurance replacement value of the buildings spread over 50 years.

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

Depreciation is provided on all tangible fixed assets other than freehold land, 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:

Fixtures and fittings	-	10% straight line
Computer equipment	-	20% straight line

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

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. The related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities incorporating Income and Expenditure Accounts and are carried forward in the Balance Sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the Statement of Financial Activities incorporating Income and Expenditure Accounts so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the Academy's depreciation policy.

#### 1.8 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.

#### 1.9 Taxation

The 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 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.

#### 1.10 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.

#### 1.11 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.

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 1. ACCOUNTING POLICIES (continued)

#### 1.12 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 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.

#### 1.13 Financial instruments

The Trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the 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 instruments.

#### 1.14 Pensions

Retirement benefits to employees of the 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 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 22, 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 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.

**GREAT OAK MULTI ACADEMY TRUST**

**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**1. ACCOUNTING POLICIES (continued)**

**1.15 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 Debden Church of England (VC) Primary School to an Academy have been valued at their fair value. The fair value has been derived based on that of equivalent items. 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.

**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 Trustees make 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 LGPS 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 22, 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 Trust in valuing the pensions liability at 31 August 2017. 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.

**2. INCOME FROM DONATIONS AND CAPITAL GRANTS**

	Unrestricted funds 2017	Restricted funds 2017	Restricted fixed asset funds 2017	Total funds 2017	Total funds 2016
Transferred on conversion	57,145	(7,000)	20,029	70,174	-
Donations	15,435	23,423	-	38,858	5,941
Notional rent (see note 24)	-	92,000	-	92,000	50,000
Capital grants	-	-	183,429	183,429	6,351
Subtotal	15,435	115,423	183,429	314,287	62,292
	72,580	108,423	203,458	384,461	62,292
<i>Total 2016</i>	-	55,941	6,351	62,292	

**GREAT OAK MULTI ACADEMY TRUST**

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FOR THE YEAR ENDED 31 AUGUST 2017**

**3. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS**

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	1,133,157	1,133,157	764,331
Other DfE / ESFA grants	-	55,732	55,732	55,138
Special educational projects	-	70,000	70,000	-
	-	1,258,889	1,258,889	819,469
<b>Other government grants</b>				
Local Authority grants	-	28,173	28,173	25,828
	-	28,173	28,173	25,828
<b>Other funding</b>				
Catering income	30,121	-	30,121	28,501
	30,121	-	30,121	28,501
	30,121	1,287,062	1,317,183	873,798
<i>Total 2016</i>	28,501	845,297	873,798	

**4. OTHER TRADING ACTIVITIES**

	Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Swimming income	530	530	3,825
Other activities	23,722	28,880	29,589
	24,252	29,410	33,414
<i>Total 2016</i>	33,414	33,414	

**5. INVESTMENT INCOME**

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Bank interest	546	-	546	2,206
<i>Total 2016</i>	2,206	-	2,206	

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**6. EXPENDITURE**

	Staff costs 2017 £	Premises 2017 £	Other costs 2017 £	Total 2017 £	Total 2016 £
Provision of Education:					
Direct costs	857,708	-	66,646	924,354	601,895
Support costs	177,477	338,926	246,170	762,573	334,906
	<u>1,035,185</u>	<u>338,926</u>	<u>312,816</u>	<u>1,686,927</u>	<u>936,801</u>
<b>Total 2016</b>	<u>625,672</u>	<u>135,703</u>	<u>175,426</u>	<u>936,801</u>	

In 2016, of the total expenditure, £54,934 was to unrestricted funds, £856,728 was to restricted funds and £25,139 was to restricted fixed asset funds.

**7. CHARITABLE ACTIVITIES**

	2017 £	2016 £
Direct costs	924,354	601,895
Support costs	762,573	334,906
	<u>1,686,927</u>	<u>936,801</u>
<b>Total</b>	<u>1,686,927</u>	<u>936,801</u>

**Analysis of support costs**

	2017 £	2016 £
Support staff costs	177,477	86,740
Premises costs (excluding depreciation)	371,338	116,915
Governance costs	14,675	13,490
Other support costs	168,486	93,266
Depreciation	17,588	18,788
Technology costs	13,009	5,707
	<u>762,573</u>	<u>334,906</u>
<b>Total</b>	<u>762,573</u>	<u>334,906</u>

**8. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	2017 £	2016 £
Depreciation of tangible fixed assets:		
- owned by the Trust	17,588	18,788
Auditors' remuneration - audit	5,500	4,000
Auditors' remuneration - other services	5,935	4,125
Operating lease rentals	1,358	-
	<u>30,381</u>	<u>26,918</u>

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**9. STAFF COSTS**

Staff costs were as follows:

	2017 £	2016 £
Wages and salaries	796,505	500,084
Social security costs	59,090	28,391
Pension costs	179,590	97,197
	<u>1,035,185</u>	<u>625,672</u>

During the year, a non-contractual severance payment of £1,000 (2016 - £NIL) was paid.

The average number of persons employed by the Trust during the year expressed on the head count basis was as follows:

	2017 No.	2016 No.
Teachers	24	13
Support	34	34
Management	2	1
	<u>60</u>	<u>48</u>

Average headcount expressed as a full time equivalent:

	2017 No.	2016 No.
Teachers	15	8
Support	14	9
Management	2	1
	<u>31</u>	<u>18</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2017 No.	2016 No.
In the band £ 60,001 - £ 70,000	1	0

The above employee participated in the Teachers' Pension Scheme.

The key management personnel of the Trust comprise the Trustees and the Senior Management Team as listed on page 1. The total amount of employee benefits (including employer pension contributions and national insurance) received by key management personnel for their services to the Trust was £233,086 (2016 - £207,501).

Included in the above are employer pension contributions of £29,917 (2016 - £26,303) and employer national insurance contributions of £20,563 (2016 - £13,893).

# GREAT OAK MULTI ACADEMY TRUST

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 10. CENTRAL SERVICES

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

- Financial services including audit
- Legal services
- Clerking services
- Central staffing

The Trust charges for these services on the following basis:

The central services are recharged and split by pupil headcount between the two member schools.

The actual amounts charged during the year were as follows:

	2017	2016
	£	£
Great Chesterford Church of England Primary Academy	21,841	-
Debden Church of England Primary Academy	12,062	-
	<u>33,903</u>	<u>          </u>
Total	<u>33,903</u>	<u>          </u>

### 11. TRUSTEES' AND OFFICERS' INSURANCE

In accordance with normal commercial practice the Trust has purchased insurance to protect Trustees Governors and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £5,000,000 on any one claim. The cost of this insurance is included in the total insurance cost.

### 12. TRUSTEES' REMUNERATION AND EXPENSES

One or more Trustees has been paid remuneration or has received other benefits from an employment with the Trust. The Headteacher and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of Headteacher and staff members under their contracts of employment, and not in respect of their role as Trustees. The value of Trustees' remuneration and other benefits was as follows:

Mrs S Mitchell (Headteacher)

Remuneration £60,000-£65,000 (2016 - £50,000-£55,000)

Employer's Pension contributions paid £5,000-£10,000 (2016 - £5,000-£10,000)

Mrs N Starbuck

Remuneration £5,000-£10,000 (2016 - £10,000-£15,000)

Employer's Pension contributions paid £0-£5,000 (2016 - £0-£5,000)

Mrs A Sargeant

Remuneration £45,000-£50,000 (2016 - £NIL)

Employer's Pension contributions paid £5,000-£10,000 (2016 - £NIL)

Other related party transactions involving the Trustees are set out in note 25.

During the year ended 31 August 2017, expenses totalling £1,053 (2016 - £1,577) were reimbursed to two Trustees (2016 - three), in their roles as members of staff.

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**13. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>			
At 1 September 2016	61,637	51,514	113,151
Additions	582	4,299	4,881
Transfers on conversion	3,412	16,617	20,029
	65,631	72,430	138,061
<b>Depreciation</b>			
At 1 September 2016	24,760	31,718	56,478
Charge for the year	6,449	11,139	17,588
	31,209	42,857	74,066
<b>Net book value</b>			
At 31 August 2017	34,422	29,573	63,995
At 31 August 2016	36,877	19,796	56,673

**14. DEBTORS**

	2017 £	2016 £
<b>Due after more than one year</b>		
Other debtors (see note 24)	226,000	100,000
<b>Due within one year</b>		
Recoverable VAT	64,317	4,597
Other debtors (see note 24)	113,000	51,505
Prepayments and accrued income	35,457	5,312
	438,774	161,414

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

	2017 £	2016 £
Payments received on account	6,679	-
Trade creditors	168,292	10,134
Other taxation and social security	15,814	9,226
Other creditors	18,996	10,008
Accruals and deferred income	65,695	31,168
	275,476	60,536
<b>Deferred income</b>		
Universal free school meals income received in advance	46,486	22,178

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**16. STATEMENT OF FUNDS**

	Balance at 1 September 2016 £	Income £	Resources expended £	Transfers in/out £	Gains/ (losses) £	Balance at 31 August 2017 £
<b>Unrestricted funds</b>						
Unrestricted funds	197,478	127,499	(110,964)	-	-	214,013
<b>Restricted funds</b>						
General Annual Grant (GAG)	470,930	1,133,157	(1,204,201)	(4,881)	-	395,005
Start Up Grant	-	25,000	(17,346)	-	-	7,654
SEN	-	14,202	(14,202)	-	-	-
Pupil Premium	-	30,290	(30,290)	-	-	-
Other Government grants	-	13,971	(13,971)	-	-	-
Restricted other	-	31,845	(18,724)	-	-	13,121
Infant FSM	-	22,178	(22,178)	-	-	-
Right to occupy	150,000	281,000	(92,000)	-	-	339,000
School Improvement Grant	-	45,000	-	-	-	45,000
Pension reserve	(351,000)	(196,000)	(60,000)	-	62,000	(545,000)
	269,930	1,400,643	(1,472,912)	(4,881)	62,000	254,780
<b>Restricted fixed asset funds</b>						
Fixed asset funds	21,000	20,029	(17,588)	4,881	-	28,322
Devolved Formula Capital (DFC)	-	11,803	(11,803)	-	-	-
Conditional Improvement Funding	-	171,626	(73,660)	-	-	97,966
	21,000	203,458	(103,051)	4,881	-	126,288
Total restricted funds	290,930	1,604,101	(1,575,963)	-	62,000	381,068
Total of funds	488,408	1,731,600	(1,686,927)	-	62,000	595,081

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 September 2015 £	Income £	Resources expended £	Transfers in/out £	Gains/ (losses) £	Balance at 31 August 2016 £
<b>Unrestricted funds</b>						
Unrestricted funds	188,291	64,121	(54,934)	-	-	197,478
	188,291	64,121	(54,934)	-	-	197,478

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**16. STATEMENT OF FUNDS (continued)**

**Restricted funds**

General Annual Grant (GAG)	422,803	764,331	(705,316)	(10,888)	-	470,930
SEN	-	5,957	(5,957)	-	-	-
Pupil Premium	-	16,580	(16,580)	-	-	-
Other Government grants	-	19,871	(19,871)	-	-	-
Restricted other	-	6,480	(6,480)	-	-	-
Infant FSM	-	38,019	(38,019)	-	-	-
Right to occupy	151,505	50,000	(51,505)	-	-	150,000
Pension reserve	(177,000)	-	(13,000)	-	(161,000)	(351,000)
	<u>397,308</u>	<u>901,238</u>	<u>(856,728)</u>	<u>(10,888)</u>	<u>(161,000)</u>	<u>269,930</u>

**Restricted fixed asset funds**

Fixed asset funds	28,900	-	(18,788)	10,888	-	21,000
Devolved Formula Capital (DFC)	-	6,351	(6,351)	-	-	-
	<u>28,900</u>	<u>6,351</u>	<u>(25,139)</u>	<u>10,888</u>	<u>-</u>	<u>21,000</u>
Total restricted funds	<u>426,208</u>	<u>907,589</u>	<u>(881,867)</u>	<u>-</u>	<u>(161,000)</u>	<u>290,930</u>
Total of funds	<u><u>614,499</u></u>	<u><u>971,710</u></u>	<u><u>(936,801)</u></u>	<u><u>-</u></u>	<u><u>(161,000)</u></u>	<u><u>488,408</u></u>

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

**Unrestricted Funds**

This represents income received that does not have restrictions.

**General Annual Grant (GAG)**

This represents funding from the ESFA to cover the costs of recurrent expenditure.

Under the funding agreement with the Secretary of State, the Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2017.

**Other Government grants**

This represents various small grants from local and national Government bodies for the provision of specific services to pupils of the Schools.

**Educational visits**

This represents contributions made by parents to the running of educational visits for the pupils of the Schools and the associated costs of running the trips.

**Devolved Formula Capital (DFC) Fund**

The Trust is to use the DFC allocation to maintain and improve its buildings and facilities.

**Pension reserve**

This fund represents the Trust's share of the deficit on the LGPS transferred to the Trust on conversion from state controlled schools.

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
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**16. STATEMENT OF FUNDS (continued)**

**Donation in kind**

This fund represents the rent free occupation of the land and buildings from the Diocese of Chelmsford

**Transfers**

Transfer of funds represents the depreciation relating to unrestricted fixed assets.

**Start Up Grant**

This represents funding for the creation of the Multi Academy Trust and the conversion of Debden Church of England (VC) Primary School into an Academy.

**School Improvement Grant**

This represents funding received to improve the outcome of pupils at Debden Church of England Primary Academy.

**Condition Improvement Fund (CIF)**

This represents capital grants received with respect to the fire safety system.

**ANALYSIS OF ACADEMIES BY FUND BALANCE**

Fund balances at 31 August 2017 were allocated as follows:

	Total 2017 £	Total 2016 £
Great Chesterford Church of England Primary Academy	593,706	668,408
Debden Church of England Primary Academy	36,087	-
Central services	45,000	-
Right to occupy	339,000	150,000
	<hr/>	<hr/>
Total before fixed asset fund and pension reserve	1,013,793	818,408
Restricted fixed asset fund	126,288	21,000
Pension reserve	(545,000)	(351,000)
	<hr/>	<hr/>
Total	595,081	488,408
	<hr/> <hr/>	<hr/> <hr/>

**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 depreciation £	Total 2017 £	Total 2016 £
Great Chesterford Church of England Primary Academy	558,371	133,899	49,787	383,828	1,125,885	918,013
Debden Church of England Primary Academy	284,450	42,465	9,327	187,212	523,454	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	842,821	176,364	59,114	571,040	1,649,339	918,013
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 1 September 2016 £	Income £	Resources expended £	Transfers in/out £	Gains/ (losses) £	Balance at 31 August 2017 £
General funds	197,478	127,499	(110,964)	-	-	214,013
Restricted funds	269,930	1,400,643	(1,472,912)	(4,881)	62,000	254,780
Restricted fixed asset funds	21,000	203,458	(103,051)	4,881	-	126,288
	<u>488,408</u>	<u>1,731,600</u>	<u>(1,686,927)</u>	<u>-</u>	<u>62,000</u>	<u>595,081</u>

**SUMMARY OF FUNDS - PRIOR YEAR**

	Balance at 1 September 2015 £	Income £	Resources expended £	Transfers in/out £	Gains/ (losses) £	Balance at 31 August 2016 £
General funds	188,291	64,121	(54,934)	-	-	197,478
Restricted funds	397,308	901,238	(856,728)	(10,888)	(161,000)	269,930
Restricted fixed asset funds	28,900	6,351	(25,139)	10,888	-	21,000
	<u>614,499</u>	<u>971,710</u>	<u>(936,801)</u>	<u>-</u>	<u>(161,000)</u>	<u>488,408</u>

**17. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2017 £	Restricted funds 2017 £	Restricted fixed asset funds 2017 £	Total funds 2017 £
Tangible fixed assets	35,673	-	28,322	63,995
Debtors due after more than 1 year	-	226,000	-	226,000
Current assets	453,816	573,780	97,966	1,125,562
Creditors due within one year	(275,476)	-	-	(275,476)
Provisions for liabilities and charges	-	(545,000)	-	(545,000)
	<u>214,013</u>	<u>254,780</u>	<u>126,288</u>	<u>595,081</u>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Restricted fixed asset funds 2016 £	Total funds 2016 £
Tangible fixed assets	35,673	-	21,000	56,673
Debtors due after more than 1 year	-	100,000	-	100,000
Current assets	161,805	581,466	-	743,271
Creditors due within one year	-	(60,536)	-	(60,536)
Provisions for liabilities and charges	-	(351,000)	-	(351,000)
	<u>197,478</u>	<u>269,930</u>	<u>21,000</u>	<u>488,408</u>

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
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**18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2017 £	2016 £
Net income for the year (as per Statement of Financial Activities)	44,673	34,909
<b>Adjustment for:</b>		
Depreciation charges	17,588	18,788
Dividends, interest and rents from investments	(546)	(2,206)
(Increase)/decrease in debtors	(88,360)	188
Increase in creditors	214,940	13,998
Pension adjustments	256,000	13,000
Fixed assets and right to occupy transferred on conversion	(209,029)	-
<b>Net cash provided by operating activities</b>	<b>235,266</b>	<b>78,677</b>

**19. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2017 £	2016 £
Cash in hand	912,788	681,857
Total	<b>912,788</b>	<b>681,857</b>

**20. CONVERSION TO AN ACADEMY TRUST**

On 1 January 2017 Debden Church of England (VC) Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to Great Oak Multi Academy Trust from Essex 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.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets	-	-	20,029	20,029
Right to occupy	-	189,000	-	189,000
Budget surplus on Local Authority funds	57,145	-	-	57,145
LGPS pension deficit	-	(196,000)	-	(196,000)
<b>Net assets/(liabilities)</b>	<b>57,145</b>	<b>(7,000)</b>	<b>20,029</b>	<b>70,174</b>

The above net assets include £57,145 that was transferred as cash.

# GREAT OAK MULTI ACADEMY TRUST

(A Company Limited by Guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 21. 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.

### 22. PENSION COMMITMENTS

The Academy'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 Essex County Council. Both are Multi-Employer Defined Benefit Pension Schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2016.

Contributions amounting to £18,805 were payable to the schemes at 31 August 2017 (2016 - 9,804) 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 (currently 14.1%);
- 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; and
- 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%.

During the previous year the employer contribution rate was 14.1%. 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 £86,881 (2016 - £58,110).

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)).

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**22. PENSION COMMITMENTS (continued)**

Under the definitions set out in FRS 102, the TPS is a 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.

**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 year ended 31 August 2017 was £63,000 (2016 - £39,000), of which employer's contributions totalled £50,000 (2016 - £31,000) and employees' contributions totalled £13,000 (2016 - £8,000). The agreed contribution rates for future years are 12.3% for employers and 5.5-12.5% 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:

	2017	2016
Discount rate for scheme liabilities	2.60 %	2.20 %
Rate of increase in salaries	4.20 %	4.10 %
Rate of increase for pensions in payment / inflation	2.70 %	2.30 %
Inflation assumption (CPI)	2.70 %	2.30 %
Inflation assumption (RPI)	3.60 %	3.20 %

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

	2017	2016
Retiring today		
Males	22.2	22.9
Females	24.7	25.3
Retiring in 20 years		
Males	24.3	25.2
Females	27.0	27.7

<b>Sensitivity analysis</b>	At 31 August 2017 £	At 31 August 2016 £
Discount rate +0.1%	971,000	579,000
Discount rate -0.1%	1,022,000	610,000
Mortality assumption - 1 year increase	1,028,000	609,000
Mortality assumption - 1 year decrease	965,000	579,000
CPI rate +0.1%	1,018,000	607,000
CPI rate -0.1%	975,000	581,000

**GREAT OAK MULTI ACADEMY TRUST**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2017**

**22. PENSION COMMITMENTS (continued)**

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

	Fair value at 31 August 2017 £	Fair value at 31 August 2016 £
Equities	295,000	168,000
Bonds	46,000	19,000
Alternative assets	34,000	10,000
Property	44,000	27,000
Cash and other liquid assets	13,000	7,000
Other managed funds	19,000	12,000
	<u>451,000</u>	<u>243,000</u>
Total market value of assets	<u>451,000</u>	<u>243,000</u>

The actual return on scheme assets was £51,000 (2016 - £29,000).

The amounts recognised in the Statement of Financial Activities incorporating Income and Expenditure Account are as follows:

	2017 £	2016 £
Current service cost	(99,000)	(38,000)
Interest income	8,000	8,000
Interest cost	(19,000)	(14,000)
	<u>(110,000)</u>	<u>(44,000)</u>
Total	<u>(110,000)</u>	<u>(44,000)</u>

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

	2017 £	2016 £
Opening defined benefit obligation	594,000	352,000
Upon conversion	312,000	-
Current service cost	99,000	38,000
Interest cost	19,000	14,000
Employee contributions	13,000	8,000
Actuarial (gains)/losses	(32,000)	182,000
Benefits paid	(9,000)	-
	<u>996,000</u>	<u>594,000</u>
Closing defined benefit obligation	<u>996,000</u>	<u>594,000</u>

# GREAT OAK MULTI ACADEMY TRUST

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2017

### 22. PENSION COMMITMENTS (continued)

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

	2017 £	2016 £
Opening fair value of scheme assets	243,000	175,000
Upon conversion	116,000	-
Interest income	8,000	8,000
Returns on investments less interest	30,000	21,000
Employer contributions	50,000	31,000
Employee contributions	13,000	8,000
Benefits paid	(9,000)	-
	<hr/>	<hr/>
Closing fair value of scheme assets	451,000	243,000
	<hr/> <hr/>	<hr/> <hr/>

### 23. OPERATING LEASE COMMITMENTS

At 31 August 2017 the total of the Trust's future minimum lease payments under non-cancellable operating leases was:

	2017 £	2016 £
<b>Amounts payable:</b>		
Within 1 year	2,038	-
Between 1 and 5 years	1,640	-
	<hr/>	<hr/>
Total	3,678	-
	<hr/> <hr/>	<hr/> <hr/>

### 24. RELATED PARTY TRANSACTIONS

The Trust operates from land and buildings provided rent free by the Diocese of Chelmsford. Under an agreement between the Diocese, the Academy and the Secretary of State the Diocese would be required to give 24 months notice from the year end if it wished to terminate this agreement. No such notice had been given at the year end and the Diocese is therefore committed to providing the land and buildings rent free for a further 36 months from the year end. The Trustees estimate that the cost of renting equivalent buildings would be £113,000 per annum, on this basis a donation from the Diocese of £113,000 is shown in the accounts together with a notional expense of the same amount. In addition, included within debtors is a donation in kind receivable of £339,000 representing the commitment by the Diocese to provide the land and buildings rent free for a further 36 months.

Any transaction where the Trustee may have a pecuniary interest is only undertaken in accordance with the 'at cost' principle stated in the Academies Financial Handbook. No other related party transactions took place in the period of account.