

**HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**TRUSTEES' REPORT AND AUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31ST AUGUST 2018**

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## CONTENTS

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	<b>Page</b>
Reference and administrative details	1 - 2
Trustees' report	3 - 18
Governance statement	19 - 25
Statement on regularity, propriety and compliance	26
Statement of trustees' responsibilities	27
Independent auditors' report on the accounts	28 - 30
Independent reporting accountant's report on regularity	31 - 32
Statement of financial activities including income and expenditure account	33 - 34
Balance sheet	35
Statement of cash flows	36
Notes to the accounts including accounting policies	37 - 58

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Members

Margaret Marks (Resigned 31st August 2018)\*  
Bishop Mark Davies  
Canon David Roberts  
Damian Cunningham

### Trustees

Carol Lawrence (Chair)(Appointed 1 September 2018)  
Quentin Neal (Resigned 31st August 2018)  
Tom Quinn (Head Teacher, CEO and Accounting Officer) \*  
Mark Cotton (Principal)(Resigned 31st August 2018) \*\*\*  
Father Michael Lester (Resigned 31st August 2018) \*\*\*  
Andy Moor (Principal)( Resigned 31st August 2018) \*\*  
Bernadette Letissier (Resigned 31st August 2018) \*\*  
Anthony Boyle (Head Teacher)(Resigned 31st August 2018) \*\*\*\*  
Father David Long (Resigned 31st August 2018) \*\*\*\*  
Joanne Tuite (Appointed 1 November 2017 and resigned 31 August 2018)  
Anne McMullen (Appointed 1 November 2017 and resigned 31st August 2018) \*\*\*\*  
Christopher Kerin (Appointed 1 September 2018)  
Catherine Clark (was Cotgrave)(Appointed 1 November 2017)  
Stephen Morris (Appointed 1 September 2018)  
Brian O'Connell (Appointed 1 September 2018)  
Canon David Roberts  
Margaret Marks (Resigned 31st August 2018)  
Damian Cunningham

\* members of the Executive and Finance Committee SJP

\*\*members of the Finance Committee SB

\*\*\*members of the Finance Committee OLOP

\*\*\*\*members of the Finance Committee SMCC

### Senior management team

- Executive head teacher	T Quinn
- Operations manager	S Mitchell
- Head teacher	M Cotton
- Head teacher	A Moor
- Head teacher	A Boyle
- Head teacher	A Turner
- Chair	C Lawrence

### Company registration number

08269066 (England and Wales)

### Principal and registered office

St John Plessington  
Catholic Voluntary Aided Academy  
Old Chester Road  
Bebington  
Merseyside  
CH63 7LF

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Academies operated

	Location	Principal
St John Plessington Catholic College	Merseyside	T P Quinn
Our Lady of Pity Roman Catholic Primary School	Merseyside	M Cotton
St Bernard's Roman Catholic Primary School	Cheshire	A Moor
St Mary's Catholic College	Merseyside	T P Quinn
St. Joseph's Catholic Primary School	Merseyside	A Turner

### Independent auditor

UHY Hacker Young Manchester LLP  
St James Building  
79 Oxford Street  
Manchester  
M1 6HT

### Bankers

Lloyds Bank  
PO Box 1000  
Andover  
BX1 1LT

### Solicitors

Browne Jacobson LLP  
Ground Floor  
3 Piccadilly Place  
Manchester  
M1 3BN

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31ST AUGUST 2018

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The Trustees present their annual report together with the financial statements and auditors' report of the charitable company for the period ended 1st September 2017 to 31st August 2018. The annual report serves the purpose of both a Trustees' report, and a Directors' report under company law. The charitable company was incorporated on 25th October 2012.

For the period 1st September 2017 to 31st August 2018 the Trust operated as a Multi Academy Trust with 3 Primary Schools (3-11) and 2 Secondary Schools (11-18) serving the Borough of Wirral the town of Ellesmere Port, Cheshire West. The Trust has a pupil capacity of 3862 and had a roll of 3875 on the school census October 2018.

The membership of the Holy Family Catholic Multi Academy Trust (HFCMAT) is currently;

- St John Plessington Catholic College ("SJP") from the Wirral Local Authority from 1 December 2012, the Lead School located in Bebington, Wirral with partner Primary Schools including St John's Catholic Juniors School, St Anne's Catholic Primary School, St Werburgh's Catholic Primary, Christ the King Catholic Primary, Our Lady and St Edward's Catholic Primary School, St Joseph's Catholic Primary School (B'Head), St Michael's and All Angel's Catholic Primary School and St Peter's Catholic Primary School. The school offers state of the Art facilities both internally and externally and has a net capacity of 1462 and 1571 on roll (Autumn 2018 Census).
- Our Lady of Pity Roman Catholic Primary School ("OLOP") from Wirral Local Authority from 1 December 2013, located in Greasby, Wirral with a catchment area including three feeder parishes (i.e. resident in the parishes of OLOP Greasby, St Agnus' West Kirby, Ss Catherine and Martina's, Hoylake). OLOP is a one storey construction, built in around 1965. It has a net capacity of 420 and 424 on roll (Autumn 2018).
- St Bernard's Roman Catholic Primary School ("SB") from Cheshire West Local Authority from 1st June 2014, located in Ellesmere Port, Cheshire West with a catchment area including the former parish of St Bernard's now within the parish of Our Lady, Star of Sea and St Bernard of Clair Vaux. SBs is a one storey building constructed in around 1970. It has a net Capacity of 210 and 198 on roll (Autumn 2018).
- St Mary's Catholic College ("SMCC") from Wirral Local Authority from 1 November 2017, located in Wallasey Village with partner Primary schools including Ss Peter and Paul's Catholic Primary School, St Alban's Catholic Primary School, St Joseph's Catholic Primary (Seacombe), St Joseph's Catholic School (Upton), Ladymount Catholic Primary School, St Paul's Catholic Primary School, Sacred Heart Catholic Primary School, Holy Cross Catholic Primary School, Our Lady of Pity Catholic Primary School and Holy Spirit Catholic and CE Primary School. It has a net capacity of 1350 and 1312 on roll (Autumn 2018).

St Joseph's Catholic Primary School ("SJB") from Wirral Local Authority from 1<sup>st</sup> July 2018, located in Oxton, Wirral with a catchment area including the parishes of St Joseph's and Holy Name of Jesus. SJB is a three storey building, built around 1950. The school has previously been a girls' high school, and has operated as a primary school since the 1980s. The school has a net capacity of 420, and 372 currently on roll.

### Structure, Governance and Management

#### Constitution

The Academy Trust is a company limited by guarantee and an exempt charity. The Charitable Company's memorandum and articles of association are the primary governing documents of the Academy Trust in conjunction with the schemes of delegation.

The Trustees of Holy Family Catholic Multi Academy Trust are also the Directors of the Charitable Company for the purposes of company law.

The charitable company operates as the Holy Family Catholic Multi Academy Trust.

Details of the Trustees who served throughout the period except as noted are included in the Reference and Administrative Details on page 1 and 2.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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### **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' Indemnities**

In accordance with normal commercial practice the Academy Trust has purchased insurance to protect Trustees, governors and officers from claims arising due to negligent acts, errors or omissions occurring whilst on academy business. See note 12 for further details.

### **Principal activities**

To advance, for the public benefit, education in the UK.

### **Method of recruitment and appointment or election of Trustees (up to 31.8.18)**

All members of the Academy Trust are appointed and/or elected in accordance with the Articles of Association of the HFCMAT. In summary;

- Up to 1 Director save that no more than one third of the total number of individuals appointed as Directors shall be employees of the Academy Trust (including the EHT and Principals).
- A minimum of 5 Foundation Directors (Trustees) appointed by the Diocese Bishop provided that the number of Foundation Directors and Academy Directors together shall always be 2 or more than the total number of other Directors (excluding Foundation Directors and Academy Directors).
- The Chair of each LGB shall be an Academy Director (Trustees) for as long as they remain in office as such and shall be appointed by the Directors of the Company but they shall appoint as a Chair of the LGB someone other than the EHT.
- A minimum of 2 Parent Directors (Trustees) elected by the Parent members of the LGBs from amongst their numbers.
- 3 co-opted Directors provided that if any such Directors are appointed the number of Foundation Directors permitted shall increase proportionately to ensure that a majority of Directors are Foundation Directors (Trustees).
- The Executive Head Teacher and Principals of each Academy for as long as they remain in office.
- The Secretary of State may appoint additional Directors as he sees fit.

The term of office for all Directors (Trustees) (with the exception of the EHT, Head Teacher and Principals) is four years. Any director may be reappointed or re-elected.

During the year under review the HFCMAT held 4 meetings.

### **Method of recruitment and appointment or election of Trustees (from 01.9.18)**

## **DIRECTORS**

The number of Directors shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum.

All Directors shall upon their appointment or election, and before exercising any duties as a Director, give a written undertaking to the Diocesan Bishop to uphold the Objects of the Academy Trust.

Subject to Articles 48-49, the Company shall have the following Directors:

- Foundation Directors appointed under Article 50,
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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- a minimum of 2 Parent Directors appointed by the Directors whether after election or otherwise under Articles 53-56 in the event that no provision is made under Article 101, or is planned, for at least 2 Parent Local Governors on each Local Governing Body established under Article 100(a),
- Co-opted Directors appointed under Article 58.

The first Directors shall be those persons named, with the written consent of the Diocesan Bishop, in the statement delivered pursuant to sections 9 and 12 of the Companies Act 2006.

Future Directors shall be appointed or elected, as the case may be, under these Articles. Where it is not possible for such a Director to be appointed or elected due to the fact that an Academy has not yet been established, then the relevant Article or part thereof shall not apply.

#### **APPOINTMENT OF DIRECTORS**

Article 50 The Diocesan Bishop shall appoint such number of Foundation Directors as shall ensure that at all times the number of Foundation Directors exceeds the other Directors (including any Co-opted Directors) by at least two. In any circumstances where the Secretary of State is entitled to serve a warning notice under the Relevant Funding Agreement or in the opinion of the Diocesan Bishop standards or the Catholic life of the school at any Academy have fallen unacceptably low then the Diocesan Bishop may stipulate that one or more of the following shall be appointed as a Director for such term as the Diocesan Bishop shall provide:

- a. two Diocesan officers; and
- b. the Financial Secretary to the Diocese; who shall serve on the board of Directors in an ex officio capacity.

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

All new Trustees and Governors will be given a tour of the site of the respective academies and given an opportunity to meet with the staff and students and are provided with copies of procedures, minutes, accounts, budget plans and other documents that they will need to undertake their role as Trustees and Governors.

#### **Organisational structure**

The Trustees have overall responsibility and ultimate decision-making authority for all the work of the Academies and in order to discharge these responsibilities appoint people who are more locally based to serve on a board (each being a 'Local Governing Body') which has been established to ensure good governance of the Academies. The Directors have delegated the following functions to the Local Governing Body through a formal scheme of delegation:

- Have a monitoring role in connection with the Academy,
  - Consider budget monitoring information and make recommendations to the HT of the Academy in relation to annual budget proposals and any potential overspend,
  - Govern admissions and appoint a committee to apply admissions criteria in accordance with DES guidance, the admissions code and with due regard to a locally agreed fair access protocols and to appoint the Chair of the LGB and the Head Teachers as proposers in any admissions appeals,
  - Govern exclusions in accordance with appropriate regulations,
  - Support the Head Teacher in recruitment and selection, grievance, disciplinary and processes in relation to staff where appropriate,
  - Monitor and be accountable for standards and report annually to the Trustees (or more frequently if requested),
  - Where appropriate set their own policies and procedures.
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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The Trustees delegate the Leadership and Management of the Academies to the Executive Head Teacher, Head Teacher and Principals. They are supported by the CEO.

Senior Management Teams (listed on page 1 and 2) will operate at each Academy and are responsible for the day-to-day operation of the academies. In particular, they are responsible for organising the staff (teaching and non-teaching), facilities and students.

The Board of Directors (Trustees) will meet at least termly with an additional AGM following the submission of the accounts and report relevant decisions for appropriate decisions.

Roles and responsibilities are defined in the relevant Terms of Reference and Academy Scheme of Delegation.

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

Academy Trustees, other than the (CEO) from 01.09.2018 are non-salaried and therefore no pay and remuneration scales are applicable.

The LGBs continue to refer to School Teachers' Pay and Conditions Document (STPCD) and National Joint Conditions (NJC) for support staff in the appointment of relevant grade and pay range allocations.

Directors (Trustees) who are also employees are remunerated as follows:

- The setting of salaries and pay range for EHT, Head Teacher and Principals and the Senior Management Team is undertaken using the STPCD Leadership Pay Group Section Guidance.
- The EHT, Head Teacher and Principals are evaluated on their performance in the year based on their objectives at the start of the year against their outcomes delivered. The evaluation is carried out by the Chair of their LGB accompanied by at least one other Governor.

In addition the Operations Manager of SJP, whilst not a Director (Trustee) is deemed to have sufficient influence/control to be key management personnel. Her remuneration is calculated in line with other staff within that Academy using the same Appraisal objectives set at the start of the year and outcomes delivered. The evaluation is carried out by the Executive Head Teacher.

#### **Trade union facility time**

##### *Relevant union officials*

Number of employees who were relevant union officials during the relevant period	3
Full-time equivalent employee number	3.00

##### *Percentage of time spent on facility time*

Percentage of time	Number of employees
0%	-
1%-50%	3
51%-99%	-
100%	-

##### *Percentage of pay bill spent on facility time*

Total cost of facility time	3,039
Total pay bill	19,743,000
Percentage of the total pay bill spent on facility time	-

##### *Paid trade union activities*

Time spent on paid trade union activities as a percentage of total paid facility time hours	100%
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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#### **Related Parties and other Connected Charities and Organisations**

The Academy Trust is part of a wider network of Diocesan multi academy trusts that have in common Foundation Trustees (Directors) and one or more members.

The Academies are also a part of a network of Diocesan schools that support and assist each other in their mission.

SJP, OLOP and SBs all hold Teaching School Status individually and engage with a wider strategic alliance with partner schools and other educational establishments to further the development of the Teaching School and school to school support networks.

#### **Objectives and Activities**

##### **Objects and aims**

The Academy Trust's principle object is to advance, for public benefit, education in the United Kingdom in particular, but without prejudice to the generality of the foregoing, by establishing, maintaining, carrying on, managing and developing Catholic schools which shall offer a broad and balanced curriculum and shall be conducted as Catholic schools in accordance with the code of Canon Law of the Latin Church from time to time and the doctrinal, social and moral teachings of the Catholic Church from time to time and following the directives and policies issued by the Diocesan Bishop to ensure that the formation, governance and education of the Academies is based on the principles of Catholic doctrine, and at all times serving as a witness to the Catholic faith in Our Lord Jesus Christ.

To promote for the benefit of individuals living in Wirral and the surrounding area the provision of facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large the provision of facilities for recreation or other leisure time activities in the interests of social welfare and with the object of improving the condition of life of the said individuals.

The aim of the Trust is to provide a quality education in a caring and disciplined community in line with our ethos.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit. The key Public Benefit delivered by the Holy Family Catholic Multi Academy Trust is the maintenance and development of the high quality Catholic Education provided by the schools, for over 50 years, to the young people of our parishes.

## **STRATEGIC REPORT**

### **Achievements and Performance**

#### **Review the Academy Trusts Performance over the last 12 months**

The main objectives of the Trust during the year ended 31st August 2018 are summarised below:

- To ensure that every student enjoys the same high quality education in terms of resourcing, tuition and care,
- To raise the standard of educational achievement of all students,
- To improve the effectiveness of the Academy by keeping the curriculum and organisational structure under continual review,
- To provide value for money for the funds expanded,
- To comply with all appropriate statutory and curriculum requirements,
- To conduct the Academies business in accordance with the highest standards of integrity, probity and openness.

The Principals of St Bernard's Catholic Primary School and Our Lady of Pity Catholic Primary School and the Executive Head Teacher of St John Plessington Catholic College are National Leaders of Education (NLE) and have worked extensively across the region supporting and developing other schools through their Teaching School Alliance networks.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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The Principal of St Bernard's Catholic Primary School has spoken at numerous conferences throughout the year about the school's approach to teaching and learning, partnership and curriculum. He sits on the Cheshire West Education Improvement Board along with other system leaders to coordinate support for schools across the region. The Principal also takes the role of sub regional lead for the Teaching School Council, coordinating LAs, Diocese, MATS and Teaching Schools across the northern region of the West Midlands area. As part of this work he works within a core group of CEOs supporting new and aspirant executive leaders across the region. He is a Founding Fellow of the Chartered College of Teaching and has had a number of articles published over the past year.

The Principal of Our Lady of Pity Roman Catholic Primary School is a mathematics mastery specialist and is sits on the board of the NW3 Maths Hub. Together with a Cheshire secondary school's HT, he will lead a soon-to-be-launched maths hub in the area. He is a director of Salopia MAT (part of the Shrewsbury Diocese's 'incubator trust'). He is a member of the Wirral Local Authority Strategic School Improvement Board which co-ordinates support for schools across Wirral. He leads a strategic school improvement fund (SSIF) bid, co-ordinating activity to raise standards in maths in 20 schools in the NW.

The Head teacher St Mary's Catholic College is a member of the Wirral SEND Decision Making group providing expert advice on all matters related to SEND provision on the Wirral.

The CEO of the Trust and Executive Head Teacher of SJP is a member of the National Secondary Head Teacher Reference Group (NSHTRG). This has enabled St John Plessington Catholic College to play a part in influencing Regional and National Policy. He is also a member of the Wirral Local Authority Strategic School Improvement Board which co-ordinates support for schools across Wirral and a member of the Wirral LA Schools' Forum. He is Wirral's Teaching School Representative on the Merseyside and Warrington Teaching School Council. He also works part time for the Frank Field Education Trust (FFET) as part of an SJPTSA SLA.

The Head Teacher of St Joseph's Catholic Primary has been in post as substantive Headteacher since May 2017. He was previously Deputy Head but stepped up after the school was inspected and placed in special measures in April 2016. In November 2017 the school was re inspected and due to substantial progress in the interim, was removed from special measures.

#### **Academies achievements and Performance**

There are five schools currently within the Trust and all had examination success this year and students from across the schools participated in a wide range of curriculum and extra-curricular activities which enable them to enjoy high quality provision in line with our ethos and aims.

**St John Plessington Catholic College Voluntary Academy** has been an outstanding and oversubscribed 11-18 College for more than 10 years. In 2007 and then again in 2013 it was judged by OFSTED to be Outstanding in every category and over this period of time has been awarded numerous accolades. This has included the prestigious award by the Times Educational Supplement (TES) of "Outstanding Secondary School of the Year" in 2010, Investors in People Gold Award 2013, the TES Award for "Numeracy and Mathematics" in 2013 and were shortlisted for the TES Award for "Literacy and English" again in 2013. The College has been a National Support School since 2009 and has provided extensive school to school support during this time. In 2018 the College again achieved a SSAT Award for "Exceptional student KS4 attainment" in recognition of being in the top 20% of schools Nationally. It also achieved the SSAT Award for "Exceptional student KS4 progress" in recognition of being in the top 10% of schools Nationally.

SJP has achieved many success through the year including:

- The school was again shortlisted for the Times Educational Supplement (TES) School of the Year award and won the Wirral Globe School of the Year award.
  - Examination results in the Summer of 2018 with a Progress 8 score of +0.39 and 60% 4+ in English and Maths GCSEs; which places us in the top 15% in the country.
  - One of the largest cohorts in the country continue to participate in the Duke of Edinburgh Bronze, Silver and Gold Awards.
  - St John Plessington Catholic College's Performing Arts Department continued to provide a vast range of arts opportunities for students both locally regional and nationally.
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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- The College welcomed thirty Chinese students and their teachers in July from Wenzhou and Taicang, China. A week of activities saw students taking part in a series of in school and extra-curricular learning experiences,
- 30 students and staff travelled to Wenzhou, China as part of our exchange programme with its partner school.
- The College also raised significant funds for the local food bank and other charities.
- Our first student every to gain a place at Oxford University to study medicine.

**Our Lady of Pity RC Voluntary Academy** continues to provide a highly effective education for its pupils. It continues to draw pupils from a wide catchment area, including those from its three Catholic parishes. The proportion of Catholic children is well over 90%. The school has a distinctive Catholic ethos and is committed to the formation of reflective and capable thinkers and has been 'outstanding' and oversubscribed for many years. In 2008 OLOP was judged by OFSTED to be 'outstanding' and over this period of time has been awarded numerous accolades. This has included being shortlisted by the Times Educational Supplement (TES) for "Mathematics" and "Primary School of the Year" in 2017.

The school achieved many plaudits through the year. Of particular note are the following:

- The school was awarded the Religious Education Quality Mark (Gold) for the second year running. The award recognises high quality provision within the school and work done to support neighbouring schools.
- The School continues to develop its work, supporting the School of Sanctuary award it achieved last year. This is in recognition of a school that is committed to being a safe and welcoming place for all.
- The school has an excellent and improving track record in PE. It recognises the national problem we face with diet and fitness and seeks to mitigate these by effective use of the PE Premium at our disposal. The Gold School Games Mark demonstrates that the school promotes competition across the whole school and the wider community. Impressive sporting achievements continue to be secured in swimming, football cross country, tag rugby, netball, athletics, games and dance. Teaching the children about the importance of exercise has been a key focus and the whole school engages in a 'mile-a-day' initiative. All children engage in 15mins of high impact exercise each school day (skipping, running...) and once a half term take part in a one-mile street run in the local area. Both competitive sports, keep fit and healthy and mental wellbeing initiatives have been enhanced by PE Premium funding.
- At least 25% of OLOP children take part in peripatetic music lessons during the school day.
- All Year 3 children take part in the Mayor's Civic Award.

**St Bernard's Roman Catholic Voluntary Academy** aims to fulfil its vision of 'Striving for Excellence' and living its daily mission of 'To grow, love and learn following Jesus'. In 2011 St Bernard's Catholic Primary School was judged by OFSTED to be Outstanding in every category and over this period of time been awarded numerous accolades.

The school has enjoyed success with several projects of note;

- Partnerships with organisations to support curriculum development have been significant this year. Working with Chester Zoo, the school has refined its curriculum and supported 54 schools in developing their own bespoke curriculum offer.
  - The school have worked with Action Transport Theatre, a National Portfolio theatre company to co-commission a play around the theme of refugees. 'Adrift' will now tour across the UK over the coming 12 months. As part of their work in the TSA, they are working with 15 schools to develop a curriculum around the play.
  - The school has developed an approach to assessment without levels and continues to move forward in its practice to improve teacher workload. Leadership continues to work improving outcomes for pupils whilst reducing teacher workload.
  - Work with Guy Claxton has continued this year and the school will be featured in a new book that is due to be released in December 2018. Practice from a number of classes will be featured.
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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- As part of wider networks, the school has organized Saturday CPD conferences, the last being held in Liverpool in November 18. All teachers at St Bernard's are part of the Chartered College of Teaching and take research driven practice as a core part of their work.

**St Mary's Catholic College Voluntary Academy** is a large 11-19 secondary school. It is a school for students of all abilities, which continually strives in all it does to realise its Mission Statement to Love and Serve Christ within us all. In November 2017 the College became a sponsored member of the HFCMAT and began working this year in close partnership with St John Plessington Teaching School Alliance.

The College has enjoyed success this year in the following areas:

- In Summer of 2018 there was a 7% improvement in the percentage of students achieving at least a Grade 4 in both English and Maths.
- There were some outstanding A Level and Level 3 Applied courses results that have enabled students to go on to the university courses of their choice including allowing one student to win the National BTEC Drama student of the year.
- The College students were fully immersed in the very successful fortnight of the St Mary's Experience which sought to promote and develop virtues in our students under our overarching determination for us all "to be more".
- A large number of pupils continue to participate in the Duke of Edinburgh Bronze, Silver and Gold Awards.
- St Mary's Catholic College thriving Performing Arts Department continued to provide a vast range of arts opportunities for students both locally, regionally and nationally.
- Trips to Lourdes, Auschwitz, and a Skiing trip to Austria were some of the highlights this year.
- Following the Headteacher's visit to Taicang, China, in October 2017 to sign our partnership agreement, in June 2018 we welcomed our first group of teachers and students from Ludu Middle School and St Mary's students have visited them in October 2018.

**St Joseph's Catholic Primary** has recovered from a period of instability in leadership. A new substantive head was appointed in April 2017. Under the new head's leadership, the school is once again improving. In November 2017 the school was re inspected by Ofsted and removed from Special Measures. The inspectors wrote "The new headteacher brings calm and a clear sense of direction to the school. Staff and parents support the changes he is introducing" and "The new headteacher, together with other senior leaders, governors and the local authority, is turning around the decline."

- The school has a new Vision Statement he has brought in: "Stepping up to achieve excellence",
  - 2018 data for KS2 RWM was above national average,
  - Major improvements to the school building and environment have been made. Last year the school featured on BBC North West Tonight because of these improvements,
  - In September 2018 the school choir were invited to sing at the Wirral Council Freedom of the Borough Award for the families of the Hillsborough tragedy,
  - The school has brought in a new uniform for KS2 which has had a dramatic impact on pupil behaviour and attitude,
  - The school continues to be innovative in its approach, for example a speaker system has recently been installed, allowing music to be played throughout the building so that children can be exposed to classical music,
  - Over the course of the year the pupils entered and had a plethora of success at various sporting events, including the girls' football team winning regional heats and playing in a final at Wembley stadium before the Division One Cup final. Other sporting successes include winning the Houlihan Cup, several cross country events and the school being awarded the Gold mark.
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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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#### **SJP, OLOP and St Bernard's Teaching School Achievements and Performance**

St John Plessington Catholic College (SJPTSA), Our Lady of Pity Catholic Primary (Deep Learning TSA) and St Bernard's Catholic Primary (Ignite TSA) hold Teaching School status. Teaching Schools are outstanding schools that work with others to provide high quality training, the development of trainee, NQT and RQT teachers, school to school support and research and development.

#### **St John Plessington Teaching School Alliance**

SJP Teaching School activities this year included training 84 trainees of School Direct trainees all of whom achieved employment at the end of their training. The Teaching School has 15 SLEs, who as Lead Practitioners have led over 360 CPD courses throughout the year attended by a wide range of cross phase schools. The Teaching School is one of four NCSL accredited North West Regional trainers and has also delivered the NPQML and NPQSL nationally accredited qualifications to over 60 middle and senior leaders from across the region this year adding to over 300 trained professionals in the last 3 years. As the Lead school in the Trust, SJP provided extensive school to school support to St Mary's Catholic College through its Teaching School wing as part of St Mary's Catholic College's sponsorship into the Trust. Further school to school support took place across a range of schools across the region via National Support School (NSS) Grants. All staff at SJP undertook a research project around pedagogical practice which now forms a virtual Teaching and Learning research data base available for all teachers to develop their craft. The TSA has become the strategic improvement partner of the Frank Field Education Trust (FFET).

#### **Our Lady of Pity Deep Learning Teaching School Alliance**

Our Lady of Pity is the lead school within Deep Learning TSA. The Teaching School specialises in mastery teaching and learning, coaching, school-to-school support and initial teacher training. Demand for the teaching school's products was high last year, particularly for the support offered in mathematics mastery. Over the last three years, over 150 schools (whole staff) have been trained through the teaching school – broadly speaking this means that over 1,300 teachers have accessed in-depth training (three full days plus follow-up classroom support), potentially supporting the learning of over 35,000 pupils. Numbers of trainee teachers is modest but success rates are high. Seven of the eight trainees achieved the 'outstanding' grade and all of them secured. The teaching school closely collaborates with seven other alliances in the Northwest and is represented on the board of NW3 Maths Hub. One of the teachers at the school is a mathematics mastery specialist, leading ever bigger groups of schools through their mastery journey and an Early Years Project (one of the Hub's key areas of focus). Within Wirral itself, of the 90 primary schools, we have close and on-going collaboration with 60% of them. A significant number of trainee teachers (LJMU, Liverpool Hope), teachers, leaders and governors, educational professionals etc. are curious about the work we do and a week doesn't go by without some kind of visit and exploration of our practice. The TSA commissioned Cumbria University to undertake a research project, focussed on the mathematics work being completed. A paper was published during last academic year. The study has been broadened to include the 20 secondary schools taking part in the SSIF project.

#### **St Bernard's Ignite Teaching School**

St Bernard's is the lead school within Ignite TSA, a collaboration of now 42 schools from across Cheshire, Halton, Wirral, Liverpool and Knowsley. Ignite has taken a central role in school improvement within Cheshire West and Chester and now has a team of 3 NLEs, 5 LLEs, 4 Associate School Improvement officers for CWAC and 20 SLEs. This capacity has allowed them to successfully support a significant number of schools across CWAC and beyond. Ignite's ITT has also been strong with a comprehensive offer for students. CPD offered through Ignite has been substantial with over 110 courses offered throughout 2017-18.

Projects around curriculum development have brought dynamic partnerships. 54 schools have worked with Chester Zoo and Ignite to develop a bespoke curriculum around the themes of conservation. 16 schools are working with Ignite and Action Transport Theatre to develop a curriculum around social justice. Ignite has worked with Shrewsbury Diocese to designate SLEs in RE. They have subsequently trained and developed these leaders to deliver Foundations in Faith across the Diocese.

St Joseph's Catholic primary school is not a Teaching School.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

#### Key Performance Indicators for HFCMAT Primary Schools

Our Lady of Pity Catholic Primary, St Bernard's Catholic Primary and St Joseph's Catholic Primary School Performance

#### KS2 Outcomes 2017 – Headline Data

	OLOP	St Bernard's	St Joseph's	Wirral	CWaC	National
% of pupils meeting the expected standard	84	68	58	49	53	53
Progress Score in Reading Progress score description	+2.68 Well above Average	+1.1 Average	-1.69 Below Average	-0.2	+0.7	0
Progress Score in Writing Progress score description	+0.3 Average	+2.4 Above Average	-1.57 Average	-0.4	-0.8	0
Progress Score in Maths Progress score description	+1.71 Above average	+3.6 Well above Average	-1.91 Below Average	-0.7	-0.1	0
% Achieving at a higher standard	19	5	5	4	5	5
Average Score in Reading	110	104	102	102	103	103
Average Score in Maths	108	105	102	102	103	103

#### KS2 Outcomes 2018 (provisional) – Headline Data

	OLOP	St Bernard's	St Joseph's	Wirral	CWaC	National
% of pupils meeting the expected standard	90	65	68	57	60	61
Progress Score in Reading Progress score description	+0.47 Above Average	-0.53 Average	0.67 Average			0
Progress Score in Writing Progress score description	+0.76 Average	0.35 Average	-2 Below Average			0
Progress Score in Maths Progress score description	+1.88 Above Average	-0.17 Average	0.58 Average			0
% Achieving at a higher standard	27	5	4			9
Average Score in Reading	109	104.3	106	105	105	104
Average Score in Maths	109	104.3	105	103	104	104

#### Year on Year Comparisons

##### KS2 Outcomes - % of pupils meeting the expected standard in RWM

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	84	90	St Bernard's	68	65	St Joseph's	58	68
Wirral	49	57	CWaC	53	60		49	57
National	53	61	National	53	61		53	61

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31ST AUGUST 2018

### KS2 Outcomes - Progress Measures

OLOP	2017	2018
Reading	+2.68 Above Average	+0.47 Average
Writing	+0.30 Average	+0.76 Average
Maths	+1.71 Above Average	+1.88 Above Average

St Bernard's	2017	2018
Reading	+1.1 Average	-0.53 Average
Writing	+2.4 Above Average	-0.35 Average
Maths	+3.6 Well Above Average	+0.17 Average

St Joseph's	2017	2018
Reading	-1.69 Below Average	0.67 Average
Writing	-1.57 Average	-2 Below Average
Maths	-1.91 Below Average	0.58 Average

### KS1 Outcomes - Teacher Assessed % of pupils meeting the expected standard in Reading

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	87	87	St Bernard's	73	63	St Joseph's	81	67
Wirral	71	73	CWaC	74	74	Wirral	71	73
National	74	76	National	75	76	National	74	76

### KS1 Outcomes - Teacher Assessed % of pupils meeting the expected standard in Writing

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	83	84	St Bernard's	67	60	St Joseph's	59	65
Wirral	62	66	CWaC	64	68	Wirral	62	66
National	66	68	National	66	68	National	66	69

### KS1 Outcomes - Teacher Assessed % of pupils meeting the expected standard in Maths

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	87	90	St Bernard's	76	67	St Joseph's	73	69
Wirral	70	72	CWaC	73	74	Wirral	70	72
National	73	75	National	73	75	National	73	75

### Y1 Phonics Outcomes - % Pass

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	92	89	St Bernard's	60	82	St Joseph's	71	79
Wirral	80	76	CWaC	81	80	Wirral	80	76
National	81	81	National	81	81	National	81	81

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31ST AUGUST 2018

### EYFS Outcomes – % GLD (Good Level of Development)

	2017	2018		2017	2018		2017	2018
Our Lady of Pity	81	79	St Bernard's	73	72	St Joseph's	53	78
Wirral	70	70	CWaC	71	72	Wirral	70	70
National	69	71	National	69	71	National	69	71

### Key Performance Indicators for HFCMAT Secondary Schools

St John Plessington Catholic College and St Mary's Catholic College Performance Data

### KS4 Outcomes 2017 – Headlines

	SJP	SMCC	Wirral	National
Progress 8	+0.71	-0.22	+0.01	0
Progress score description	Well Above Average	Below Average	Average	Average
Attainment 8	50.5	40	48.2	44.6
% EnMa 9-4	63	37	65.7	63.9
% EnMa 9-5	34	18	44.0	39.6
% EBacc 9-4	34	10	32.3	23.8
% EBacc 9-5	27	7	28.2	19.7
% Entering EBacc	74	17	47.7	35.0

### KS4 Outcomes 2018 (provisional) - Headlines

	SJP	SMCC	Wirral	National
Progress 8	+0.39	-0.49	0.04	0
Progress score description	Above Average	Below Average	Average	Average
Attainment 8	47.91	38.55	48.6	44.3
% EnMa 9-4	60	44	66.8	59.1
% EnMa 9-5	34	22	45.6	39.9
% EBacc 9-4	33	8	32.8	23
% EBacc 9-5	16	4	22	15.3
Ebacc APS	3.99	3.00	4.25	3.83
% Entering EBacc	69	19	49.5	35.1

### KS5 Outcomes 2017 - Headlines

	SJP	SMCC	Wirral	National
A Level VA Score	+0.05	-0.11	NA	0
Progress score description	Average	Average		
A Level Average Points (Grade)	28.69 (C)	28.71 (C)	31.59 (C)	32.39 (C+)
% A Level Students Completing their main study programme	92.5	95.9	95.4	95.3
% Achieving AAB or higher in at least 2 facilitating subjects	14.3	7.0	14.1	17.0
Grade and points for a student's best 3 A levels	34.4 (C+)	33.2 (C+)	35.4 (B-)	35.1 (B-)
Applied General VA Score	+0.84	+0.47	NA	0
Progress score description	Well Above Average	Above Average		
Applied General Points (Grade)	48.89 (Dist*)	40.15 (Dist+)	37.56 (Dist+)	35.73 (Dist)
% Applied Gen Students Completing their main study programme	90.8	78.5	88.9	88.5
English Level 2 Progress at the end of KS5	+1.0	+0.4	-0.15	-0.02
Maths Level 2 Progress at the end of KS5	+0.31	+0.05	+0.04	0



# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31ST AUGUST 2018

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### Admissions Data

Year Groups	SJP	SMCC	OLOP	SB	SJB
N					
R			60	30	57
1			60	30	53
2			60	30	50
3			60	29	60
4			60	30	49
5			62	29	48
6			62	20	55
7	268	181			
8	269	260			
9	254	230			
10	249	264			
11	235	225			
12	165	80			
13	131	72			
<b>TOTAL</b>	<b>1571</b>	<b>1312</b>	<b>424</b>	<b>198</b>	<b>372</b>

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31ST AUGUST 2018

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#### **Going Concern**

The Board of Directors (Trustees) has an expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

#### **Financial Review**

The Statement of Financial Activities ('SOFA') summarises the financial performance of the trust and the balance sheet on page 35 summarises the assets and liabilities of the trust at 31<sup>st</sup> August 2018.

Most of the Academies income is obtained from the Government in the form of recurrent grants, the use of which is restricted for particular purposes. The grants received during the year ended 31<sup>st</sup> August 2018 and associated expenditure is shown as restricted funds in the statement of financial activities.

#### **Reserves Policy**

Trustees review the level of reserves on an annual basis. This review encompasses the nature of income and expenditure streams, the need to match income with commitments (including future commitments) and the type of reserves. The trust's current level of free reserves, represented by total reserves less the amounts held in fixed assets reserve and restricted pension fund reserve, is £0.518m.

The Trustees have decided to adopt a prudent approach and aim to hold reserves of at least 5% of income. These reserves will help to buy for unforeseen business interruptions, assist budgetary pressures over the medium term, provide funds for capital improvements or developments, assist cash flow where payments of the ESFA funding are retrospective and support short-term emergency requirements. This is sound commercial practice designed to safeguard the trust's business interests and quality of education at all of its academies.

The net liability of the Trust in the Local Government Pension Scheme and (LGPS) amounts to £7.356m. It should however be noted that an immediate liability for this amount is not crystallised at the financial year end. 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 18th of July 2013. This guarantee provides comfort to the Trustees in the event of an academy closure.

#### **Investment Policy**

The Academies operates an investment policy that seeks to maximise returns, minimise risk and maintain flexibility and access to funds.

The Academies have taken on the deficit in the Local Government Pension Schemes in respect of its non-teaching staff transferred on conversion as detailed in the accounts. The Academies share of the deficit represents the amount the Academies would have to contribute if the fund were wound up and its liabilities had to be met at that point. This is reflected in the provisions, and the deficit arising in the year is shown in the Statement of Financial Activities, however at this time there is no intention to wind up the scheme and therefore the Academies do not expect to have to fund this liability. The Academies take advice on funding levels and would increase contributions if advised to so.

For the August 2018 Financial Statements the Trustees have reviewed the accounting policy for the building assets used in the operations of the four academies in the Trust and concluded that the lease arrangements with the Diocese do not transfer substantially all the risks and rewards of ownership of the land and buildings to the Academy Trust. The school's land and buildings are owned by the Diocese are therefore not recognised in the balance sheet as a fixed asset.

#### **Principal Risks and Uncertainties**

The principal risks to the Trust are documented and managed using a risk management policy and a risk register that is regularly reviewed.

The Trust has carried out a careful review of the risks and uncertainties it faces in the forthcoming year.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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In summary these are viewed as:

- Pressures on growth emanating from Government policy direction for multi academy Trusts to take on additional schools,
- Potential loss of reputation and community confidence arising from any drop in standards and academic performance leading to falling rolls,
- Budgetary pressures brought about by reduced public sector education spending and funding formula changes,
- Impact of changes to school performance measures in terms of curriculum structures,
- Failure on high profile school to school support commissions,
- Downgrading of the current OFSTED report for any HFC Trust academy following inspection,
- Inability to sufficiently increase pupil numbers due to local demographic position for any Academies within the Trust,
- Sufficiency of accommodation to meet major growth in demand for places,
- Erosion of reserves to balance budgets in the short to medium term,
- Succession planning within Trust governance and leadership.

Key controls in place to mitigate these risks include:

- Forensic data and annual examination performance analysis,
- Annual school improvement plans at all academies of the Trust,
- Robust self-evaluation procedures and careful monitoring of teaching and learning,
- An organisational structure with clearly defined roles, responsibilities and authorisation levels,
- Documented terms of reference and policies for the governance of the Trust,
- Financial planning, budgeting and regular financial reporting to Governors, Sub Committee and detailed scrutiny of financial risk,
- Robust due diligence procedures in place for growth of the Trust.

### **Fundraising**

The academy trust carried out a limited amount of fundraising events during the year including non-uniform days, fairs, cake sales and activities linked to national events such as Sport Relief. The academy trust does not work with professional fundraisers or companies who carry out fundraising on its behalf. In the circumstances when fundraising is undertaken, systems and controls are in place to separate and protect funds. The trust is mindful of its responsibilities under the Charities (Protection and Social Investment) Act 2016 and legal rules, and ensures all activities are agreed and monitored at Senior Leadership Team level in compliance with relevant legal rules. Recognised standards are applied to ensure that fundraising is open, honest and respectful, protecting the public from undue pressure to donate. Any complaints are handled and monitored through the Trust's complaints procedure.

### **Plans for future period**

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

The Trust will continue to work to raise both the aspirations and outcomes of all its students at whatever age, closing gaps between the performance of different groups, where this is needed, and ensuring that they are able to proceed successfully to the next stage of their education.

### **Auditor**

UHY Hacker Young has indicated its willingness to continue in office.

### **Statement as to disclosure of information to auditors**

The Trustees have confirmed that, as far as they are aware, there is no relevant audit information of which the auditors are unaware. Each of the Trustees have confirmed that they have taken all the steps that they ought to

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

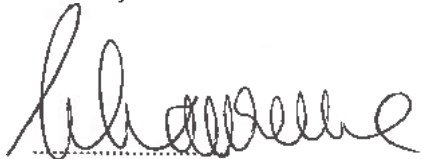
## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2018**

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have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditor.

The Trustees' Annual Report is approved by order of the board of Trustees and the Strategic Report (included therein) is approved by the board of Trustees in their capacity as the directors at a meeting on 19/12/18 and signed in its behalf by:



C Lawrence

**Chair**

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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### Scope of responsibility

As Trustees, we acknowledge we have overall responsibility for ensuring that the Holy Family Catholic 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 mis-statement or loss.

The Board of Trustees has delegated the day-to-day responsibility to the Executive Head Teacher, 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 Holy Family Catholic Multi Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Board of Trustees has formally met 4 times during the period. Attendance during the period at meetings of the Board of Trustees was as follows:

Trustee (Director)	Meetings attended	Out of a possible
Anthony Boyle	2	2
Mark Cotton	4	4
Damian Cunningham	2	4
Carol Lawrence	3	4
Bernadette Letissier	1	4
Fr Michael Lester	4	4
Father David Long	2	2
Margaret Marks (appointed Chair 01.09.16)	4	4
Andy Moor	4	4
Quentin Neal	2	4
Tom Quinn	4	4
Canon David Roberts	2	4

A new Chair of the Trust Board was appointed from existing Directors. She is a National Leader of Governance Status (NLG) and her extensive governance experience has brought a wealth of knowledge and experience to the board. A Chief Finance Officer (CFO) and a Chief Education Officer were appointed on an interim part time basis from September 2017 and following the submission of a successful Capacity Growth Fund bid.

The Trust Board are from a range of backgrounds bringing different types of expertise, however, they all share a common ethos and commitment to outstanding education underpinned by the essence of our Catholic faith. The vision is for every school in the Trust to be an Outstanding school and for every child to receive an exceptional education. St Mary's Catholic College joined the MAT from November 2017 and the Chair of Governors and Head teacher took up positions as MAT Directors. Elections were also held for two Parent Directors following the end term of office and the growth of the MAT.

Through the Scheme of Delegation the LGBs of each individual Academy met 4 times. These LGBs were responsible for overseeing the decisions taken by the individual Academies Finance Sub Committees.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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Attendance during the year at meetings of the individual Academies LGBs were as follows:

### SJP – LGB

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
C Carroll	3	4
D Cartmell	4	4
J Davis	4	4
J Dyer	4	4
E Farrelly	4	4
B Forshaw	4	4
P McLoughlin	4	4
E McArdle	3	4
M Marks (Chair)	4	4
Q Neal	3	4
B O'Connell	3	4
T Quinn	4	4
H Robinson	3	4
J Tuite	4	4
J Williams	4	4
W Smith	2	4
M Harrison	3	4

### SMCC – LGB

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
A Boyle	4	4
S Coonan	2	4
C Donnelly	3	4
P Howley	3	4
S Keating	4	4
D Long (Chair)	4	4
R McMahon	4	4
A McMullen	4	4
J Metcalf	4	4
M Morris	1	3
M Ross	1	3
A Trophy	3	4
J Ward	3	4

### OLOP – LGB

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
M Lester (Chair)	5	5
P Bentley	4	5
M Haines	4	5
J Jackson	3	5
E Rogan	5	5
C Riley	3	5
A Turnbull	4	5
C Lawrence	2	5
C Cotgrave	4	5
A Bennison	2	5
M Cotton	4	5
B Galloway	5	5
A Ash	3	5
E Bolger	5	5

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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### SB – LGB

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
B Lettisier (Chair)	4	4
A Wilkinson	4	4
S Jevons	4	4
N Muffaley	4	4
C Llowarch	3	4
M Wilson	4	4
A Wells	3	4
S Minshull	3	3
D Newsome	3	4
A Moor	4	4
M Dickinson	1	1

Through the Scheme of Delegation the Finance sub committees of the LGBs of each individual Academy met 4 times. These Finance Sub Committees were responsible for overseeing the financial affairs of the Academies and reporting to the LGBs. The Finance Reports from each Academy were then reported via the Head Teacher Directors' Reports at each Trust Board Meeting as a Standing Agenda item.

Attendance during the year at meetings of the Academies LGB Finance Committees were as follows:

### SJP - Finance

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
C Carroll	2	4
D Cartmell	1	2
M Marks (Chair)	4	4
B O'Connell	4	4
T Quinn	4	4
J Williams	4	4

### SMCC - Finance

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
A Boyle	3	3
S Coonan	2	2
C Donnelly	2	3
P Howley	3	3
D Long (Chair)	3	3
S Keating	3	3
J Metcalfe	3	3
A McMullan	3	3
T Quinn	3	3
J Ward	2	3

### OLOP – Finance

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
P Bentley (Chair)	4	4
M Haines	3	4
A Bennison	3	4
M Cotton	4	4
B Galloway	4	4

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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SB – Finance

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
B Lettisier (Chair)	3	3
A Wilkinson	3	3
A Wells	3	3
S Minshull	3	3
D Newsome	2	3
A Moore	3	3

The main responsibilities and issues dealt with during the period were as follows:

- Review of the initial budget setting,
- Regular monitoring of actual income and expenditure against actuals,
- Ensuring returns are completed by deadlines,
- Capital monitoring,
- Authorising personnel changes through the year,
- Reviewing the findings of the Responsible Officer in particular financial procedures and internal control.

As part of an internal review of Governance the Trust has identified the following recommendations:

- That the roles of CEO and CFO should be developed further as the MAT grows,
- A Trust sub committee structure should be introduced made up of 3 sub committees that meet at least 3 times a year:
  - Resources and Finance
  - Head Teacher Board
  - Standards,
- Membership of these sub committees should be made up of appropriate and qualified Trustees,
- An Accountant, HR Manager and Administrative Personnel should be appointed to support the work of the CEO and CFO when appropriate,
- An industry standard financial software package should be introduced for 2018/19 in time for the initial budget setting.

### **Review of Value for Money**

#### **Better Purchasing**

Across the Trust, we have, since 2017 as well as procuring shared HR, payroll, consultancy, legal, H&S, EVOLVE (safeguarding procedures), recruitment, occupation health, insurance, asset management and catering, subscribed to the 'Church Market Place' in order to secure better purchasing powers which should provide further joint savings to 2018.

This has been researched with the help of a "Capacity growth Fund" grant from the DfE, to develop more effective and efficient operational back office management systems.

#### **Income generation**

All Teaching Schools within the MAT have applied for and secured grants from the DfE and the National College for specific projects. The Teaching Schools have been particularly successful in winning grants to support curriculum development and Initial Teacher Training.

Next steps are to explore further the benefits of applying for grants from a variety of sources to further improve the quality of resources for teaching and learning. We will also explore how we can use the Teaching School to generate income by using it to provide additional school improvement services to other schools.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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### **Financial Governance**

The Director of Operations ensures compliance with ESFA regulations regarding management of finance and delivering value for money.

Next steps: to go beyond compliance and use a CFO to scrutinise all our practices to help us ensure outstanding management of finances, to ensure the best possible value for public money.

### **Reviewing Controls and Managing Risk**

All academies have Business Continuity Plans and Risk Management plans in place.

The next steps are to ensure that these plans themselves enable the Trust to make best use of our financial resource.

### **Lessons Learned**

During 2018-19, we will:

- Introduce a more effective financial software package to produce accounts in a format which complies with the Companies Act 2006, the Charities SORP, the Academies Accounts Direction and other guidance issued by the ESFA including in particular accurate opening balances, This system will also produce a standardised format of reporting to Governors and Trustees,
- Further accelerate the process of shared procurement to gain maximum value for money for goods and services,
- Through greater inter-academy collaboration, share staff and resources to ensure that all Trust academies are able to deliver good or better provision and outcomes for learners,
- Continue to improve the quality of financial management through more efficient use of IT and more regular reporting to Directors,
- Further develop the back office structure to support the work of the CEO and CFO.

Continue to develop the use of the newly purchased asset management software which is tailored to work hand in hand with the financial software.

### **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 on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Holy Family Catholic Multi Academy Trust for the year ended 31st August 2018 and up to the date of approval of the annual report and financial statements.

### **Capacity to handle risk**

The Board of Trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the year ending 31st August 2018 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31ST AUGUST 2018**

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### **The risk and control framework**

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

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

The Board of Trustees has considered the need for a specific internal audit function. No major weaknesses were identified and appropriate action is being taken on the areas that were. This year detailed work was carried out on all the financial systems in the four schools. During the year we will be carrying out a risk assessment and creating a multi-year internal audit review plan.

These internal controls were carried out independently of staff employed at the each Academy.

The Trust did not appoint an internal auditor, however, the Trustees appointed the Operations Manager to carry out a programme of internal checks.

This role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems. In particular checks were carried out in the current period and included:

- testing of payroll systems,
- testing of purchasing systems,
- testing of control accounts, bank reconciliation,
- testing of income including debtors,
- testing of conflicts of interest and G&H declarations.

This role was carried out on a termly basis and reports were produced on the operation of the systems of control and on the discharge of the board of Trustees' financial responsibilities.

Testing was delivered and reports produced for scrutiny.

Recommendations have been made to:

- Procure more goods and services centrally in order to give the Trust more effective buying power. The Trust has registered for the Church Market Place,
- Establish a standardised Financial Package that unifies all Academies reporting structures through to Trust level,
- Develop and standardise Trust level Policies where possible.

### **Review of effectiveness**

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

- The work of the Operations Manager and Responsible Officer,
  - The work of the external auditor,
  - The financial management and governance self-assessment process,
  - The work of the Operations Manager within the Academy Trust who has responsibility for the development and maintenance of the internal control framework.
-

**HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST**

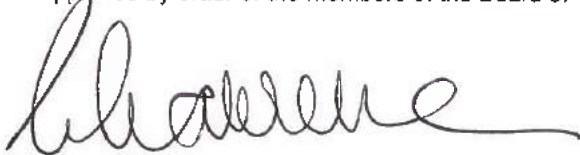
**GOVERNANCE STATEMENT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2018**

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

Approved by order of the members of the Board of Trustees on *19/12/18* and signed on its behalf by:



**C Lawrence**  
Chair



**T P Quinn**  
Accounting Officer

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

*FOR THE YEAR ENDED 31 AUGUST 2018*

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

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

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



T Quinn  
Accounting Officer

19/12/18

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 AUGUST 2018**

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The trustees (who are also the directors of Holy Family Catholic Multi Academy Trust for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Annual Accounts Direction issued by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare accounts for each financial year. Under company law the trustees must not approve the accounts 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 accounts, the trustees are required to:

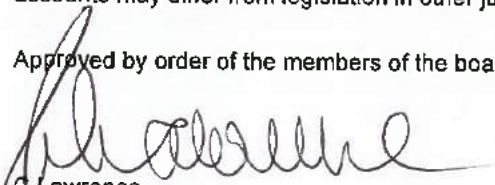
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts 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 accounts 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 that 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 accounts may differ from legislation in other jurisdictions.

Approved by order of the members of the board of trustees on 19/12/18 and signed on its behalf by:

  
G. Lawrence  
Chair

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

**FOR THE YEAR ENDED 31 AUGUST 2018**

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### Opinion

We have audited the accounts of Holy Family Catholic Multi Academy Trust for the year ended 31 August 2018 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

In our opinion the accounts:

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

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the accounts' section of our report. We are independent of the academy trust in accordance with the ethical requirements that are relevant to our audit of the accounts 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 accounts is not appropriate; or
- the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the academy trust's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

### Other information

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2018**

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### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report including the incorporated strategic report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the trustees' report including the incorporated strategic report have been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report, including the incorporated 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 accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the academy trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the accounts**

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2018**

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### **Use of our report**

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 and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Stephen Grayson FCCA (Senior Statutory Auditor)  
for and on behalf of UHY Hacker Young Manchester LLP**

*19/12/18*  
.....

**Chartered Accountants  
Statutory Auditor**

St James Building  
79 Oxford Street  
Manchester  
M1 6HT



# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST AND THE EDUCATION & SKILLS FUNDING AGENCY

*FOR THE YEAR ENDED 31 AUGUST 2018*

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In accordance with the terms of our engagement letter dated 7 September 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Holy Family Catholic Multi Academy Trust during the period 1 September 2017 to 31 August 2018 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Holy Family Catholic Multi Academy Trust and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Holy Family Catholic Multi Academy Trust and 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 Holy Family Catholic Multi Academy Trust and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Holy Family Catholic Multi Academy Trust's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Holy Family Catholic Multi Academy Trust's funding agreement with the Secretary of State for Education dated 1 December 2012 and the Academies Financial Handbook, extant from 1 September 2017, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance, and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2017 to 2018. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

### **Approach**

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

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

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

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

We conducted our work in accordance with Technical Release TECH 08/12 AAF issued by the Institute of Chartered Accountants In England and Wales. In accordance with that Technical Release we have carried out the procedures we consider necessary to be able to report on whether anything has come to our attention which suggests that in all material respects expenditure disbursed and income received have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them. Other than those procedures undertaken for the purposes of our audit of the financial statements of Holy Family Catholic Multi Academy Trust for the period ended 31 August 2018 which provide evidence on regularity, our work was limited to only those additional procedures necessary to provide limited assurance.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2017 to 31 August 2018 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*UHY Hacker Young*

Reporting Accountant

UHY Hacker Young Manchester LLP

St James Building

79 Oxford Street

Manchester

M1 6HT

Dated: .....*19/12/18*.....

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2018

	Notes	Unrestricted Funds £'000	Restricted funds: General £'000	Fixed asset £'000	Total 2018 £'000	Total 2017 £'000
<b>Income and endowments from:</b>						
Donations and capital grants	3	12	536	296	844	66
Charitable activities:						
- Funding for educational operations	4	-	20,800	-	20,800	20,101
- Funding for teaching schools	25	-	1,758	-	1,758	1,540
Other trading activities	5	489	-	-	489	665
Investments	6	1	-	-	1	-
<b>Total</b>		<u>502</u>	<u>23,094</u>	<u>296</u>	<u>23,892</u>	<u>22,372</u>
<b>Expenditure on:</b>						
Raising funds	7	-	-	-	-	421
Charitable activities:						
- Educational operations	9	-	22,717	82	22,799	21,176
- Teaching Schools	25	-	1,734	-	1,734	1,507
Charitable expenditure - transfer from local authority on conversion	26	-	430	-	430	3,209
<b>Total</b>	7	<u>-</u>	<u>24,881</u>	<u>82</u>	<u>24,963</u>	<u>26,313</u>
<b>Net income/(expenditure)</b>		502	(1,787)	214	(1,071)	(3,941)
Transfers between funds	18	(648)	941	(293)	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial gains on defined benefit pension schemes	20	-	1,554	-	1,554	601
<b>Net movement in funds</b>		(146)	708	(79)	483	(3,340)
<b>Reconciliation of funds</b>						
Total funds brought forward		608	(8,008)	589	(6,811)	(3,471)
<b>Total funds carried forward</b>		<u>462</u>	<u>(7,300)</u>	<u>510</u>	<u>(6,328)</u>	<u>(6,811)</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2018

Comparative year information Year ended 31 August 2017	Notes	Unrestricted	Restricted funds:		Total
		Funds	General	Fixed asset	2017
		£'000	£'000	£'000	£'000
<b>Income and endowments from:</b>					
Donations and capital grants	3	-	57	9	66
Charitable activities:					
- Funding for educational operations	4	-	20,101	-	20,101
- Funding for teaching schools	25	-	1,540	-	1,540
Other trading activities	5	665	-	-	665
<b>Total</b>		<u>665</u>	<u>21,698</u>	<u>9</u>	<u>22,372</u>
<b>Expenditure on:</b>					
Raising funds	7	421	-	-	421
Charitable activities:					
- Educational operations	9	276	20,794	106	21,176
- Teaching Schools	25	-	1,507	-	1,507
Charitable expenditure - transfer from local authority on conversion	26	-	3,687	(378)	3,209
<b>Total</b>	7	<u>697</u>	<u>25,888</u>	<u>(272)</u>	<u>26,313</u>
<b>Net income/(expenditure)</b>		(32)	(4,190)	281	(3,941)
<b>Other recognised gains/(losses)</b>					
Actuarial gains on defined benefit pension schemes	20	-	601	-	601
<b>Net movement in funds</b>		(32)	(3,589)	281	(3,340)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>640</u>	<u>(4,419)</u>	<u>308</u>	<u>(3,471)</u>
Total funds carried forward		<u>608</u>	<u>(8,008)</u>	<u>589</u>	<u>(6,811)</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## BALANCE SHEET

AS AT 31 AUGUST 2018

	Notes	2018		2017	
		£'000	£'000	£'000	£'000
<b>Fixed assets</b>					
Tangible assets	13		768		846
<b>Current assets</b>					
Debtors	14	552		954	
Cash at bank and in hand		940		609	
		1,492		1,563	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	15	(1,232)		(1,116)	
<b>Net current assets</b>			260		447
<b>Total assets less current liabilities</b>			1,028		1,293
Creditors: amounts falling due after more than one year	16		-		(52)
<b>Net assets excluding pension liability</b>			1,028		1,241
Defined benefit pension scheme liability	20		(7,356)		(8,052)
<b>Net assets</b>			(6,328)		(6,811)
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	18				
- Fixed asset funds			510		589
- Restricted income funds			56		44
- Pension reserve			(7,356)		(8,052)
<b>Total restricted funds</b>			(6,790)		(7,419)
<b>Unrestricted income funds</b>	18		462		608
<b>Total funds</b>			(6,328)		(6,811)

The accounts on pages 33 to 58 were approved by the trustees and authorised for issue on 19/12/18 and are signed on their behalf by:

  
 C Lawrence  
 Chair

Company Number 08269066

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2018

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	Notes	2018 £'000	2017 £'000	2017 £'000
<b>Cash flows from operating activities</b>				
Net cash provided by/(used in) operating activities	21		37	(265)
<b>Cash flows from investing activities</b>				
Dividends, interest and rents from investments		1	-	
Capital grants from DfE Group		296	9	
Purchase of tangible fixed assets		(3)	(22)	
<b>Net cash provided by/(used in) investing activities</b>			294	(13)
<b>Net increase/(decrease) in cash and cash equivalents in the reporting period</b>			331	(278)
Cash and cash equivalents at beginning of the year			609	887
<b>Cash and cash equivalents at end of the year</b>			940	609

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

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

#### 1.1 Basis of preparation

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

Holy Family Catholic Multi Academy Trust meets the definition of a public benefit entity under FRS 102.

#### 1.2 Going concern

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company 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 accounts and have concluded that the academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 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 St. Josephs' Catholic Primary School to the academy trust 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 and analysed under unrestricted funds, restricted general funds and restricted fixed asset funds. Further details of the transaction are set out in note 26.

#### 1.4 Income

All incoming resources are recognised when the academy trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

##### Grants

Grants are included in the statement of financial activities 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 meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the statement of financial activities in the period for which it is receivable, and any abatement in respect of the period is deducted from income and recognised as a liability.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

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

#### Donations

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

#### Other income

Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the academy trust has provided the goods or services.

#### Donated goods, facilities and services

Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

#### Donated fixed assets

Donated fixed assets are measured at fair value unless it is impractical to measure this reliably, in which case the cost of the item to the donor is 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 academy trust's accounting policies.

### 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 are allocated on the portion of the asset's use.

All resources expended are inclusive of irrecoverable VAT.

#### Expenditure on raising funds

This includes all expenditure incurred by the academy trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

#### Charitable activities

These are costs incurred on the academy trust's educational operations, including support costs and costs relating to the governance of the academy trust apportioned to charitable activities.



# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

#### 1.6 Tangible fixed assets and depreciation

Assets costing £2,500 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful economic life. This does however exclude land and buildings as detailed below. Where there are specific conditions attached to the funding that require the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Tangible fixed assets are stated at cost less depreciation. Depreciation is not charged on freehold land. Depreciation on other tangible fixed assets is provided at rates calculated to write off the cost of those assets, less their estimated value, over their expected useful lives on the following bases:

Land and buildings	2% Reducing Balance
Computer equipment	20- 50% Reducing Balance
Fixtures, fittings & equipment	20% Reducing Balance

The sites from which the schools operate are owned by the Diocese of Shrewsbury without any legal arrangement to licence or occupy. The Diocese reserves the right to terminate the agreement at any point and as a result there is no indication of control by the Schools. Consequently no value for donated land and buildings or building improvements has been recognised within the financial statements.

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.

#### 1.7 Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

#### 1.8 Leased assets

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### 1.9 Financial instruments

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

##### Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

Cash at bank is classified as a basic financial instrument and is measured at face value.

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# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

#### Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

#### 1.10 Taxation

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

#### 1.11 Pensions benefits

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes and the assets are held separately from those of the academy trust.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a projected unit method. The TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate..

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

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

#### 1.12 Fund accounting

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

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

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

Restricted general funds comprise all other restricted funds received and include grants from the Department for Education.

Restricted pension funds represent the Local Government Pension Scheme deficit inherited on conversion.

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

### 2 Critical accounting estimates and areas of judgement

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

#### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 20, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

No critical judgements have been made in the preparation of the accounts.

### 3 Donations and capital grants

	Unrestricted funds £'000	Restricted funds £'000	Total 2018 £'000	Total 2017 £'000
Capital grants	-	296	296	9
Other donations	12	536	548	57
	<u>12</u>	<u>832</u>	<u>844</u>	<u>66</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 4 Funding for the academy trust's educational operations

	Unrestricted funds £'000	Restricted funds £'000	Total 2018 £'000	Total 2017 £'000
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	18,469	18,469	15,937
Other DfE group grants	-	1,605	1,605	2,616
	-	20,074	20,074	18,553
<b>Other government grants</b>				
Local authority grants	-	565	565	-
Special educational projects	-	49	49	131
	-	614	614	131
<b>Other funding</b>				
Teaching Schools income	-	1,758	1,758	1,540
Other incoming resources	-	112	112	1,417
	-	1,870	1,870	2,957
<b>Total funding</b>	-	22,558	22,558	21,641

### 5 Other trading activities

	Unrestricted funds £'000	Restricted funds £'000	Total 2018 £'000	Total 2017 £'000
Hire of facilities (can modify)	45	-	45	5
Catering income	244	-	244	188
Consultancy income	-	-	-	408
Student purchases	-	-	-	57
Other income	200	-	200	7
	489	-	489	665

### 6 Investment income

	Unrestricted funds £'000	Restricted funds £'000	Total 2018 £'000	Total 2017 £'000
Short term deposits	1	-	1	-

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 7 Expenditure

	Staff costs £'000	Non Pay Expenditure Premises £'000	Other £'000	Total 2018 £'000	Total 2017 £'000
Expenditure on raising funds					
- Direct costs	-	-	-	-	421
Academy's educational operations					
- Direct costs	15,141	82	1,765	16,988	15,125
- Allocated support costs	3,387	817	1,607	5,811	6,051
Teaching Schools					
- Direct costs	1,215	-	-	1,215	1,507
- Allocated support costs	-	-	519	519	-
	<u>19,743</u>	<u>899</u>	<u>3,891</u>	<u>24,533</u>	<u>23,104</u>

#### Net Income/(expenditure) for the year includes:

	2018 £'000	2017 £'000
Fees payable to auditor for:		
- Audit	15	15
- Other services	6	16
Operating lease rentals	164	115
Depreciation of tangible fixed assets	82	106
Net interest on defined benefit pension liability	187	167
	<u>454</u>	<u>419</u>

### 8 Central services

No central services were provided by the academy trust to its academies during the year and no central charges arose.

### 9 Charitable activities

	2018 £'000	2017 £'000
All from restricted funds:		
<b>Direct costs</b>		
Educational operations	16,988	15,125
Teaching Schools	1,215	1,507
<b>Support costs</b>		
Educational operations	5,811	6,051
Teaching Schools	519	-
	<u>24,533</u>	<u>22,683</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 9 Charitable activities

	Teaching schools £'000	Educational operations £'000	Total 2018 £'000	Total 2017 £'000
<b>Analysis of support costs</b>				
Support staff costs	-	3,387	3,387	2,798
Technology costs	-	109	109	76
Premises costs	-	817	817	1,317
Other support costs	519	1,477	1,996	1,829
Governance costs	-	21	21	31
	<u>519</u>	<u>5,811</u>	<u>6,330</u>	<u>6,051</u>

### 10 Staff

#### Staff costs

Staff costs during the year were:

	2018 £'000	2017 £'000
Wages and salaries	15,019	13,888
Social security costs	1,410	1,275
Pension costs	2,640	2,509
<b>Staff costs</b>	<u>19,069</u>	<u>17,672</u>
Agency staff costs	396	337
Staff restructuring costs	184	76
Staff development and other staff costs	94	65
<b>Total staff expenditure</b>	<u>19,743</u>	<u>18,150</u>
Staff restructuring costs comprise:		
Redundancy payments	<u>184</u>	<u>76</u>

#### Non statutory/non-contractual staff severance payments

Included in staff restructuring costs are non-statutory/non-contractual severance payments totalling £25,000 (2017: £76,299). Individually the payment was £25,000 made on 31/08/2018.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 10 Staff

#### Staff numbers

The average number of persons employed by the academy trust during the year was as follows:

	2018 Number	2017 Number
Teachers	274	246
Administration and support	216	224
Management	33	34
	<u>523</u>	<u>504</u>

#### Higher paid staff

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

	2018 Number	2017 Number
In the band £60,001 - £70,000	8	9
In the band £70,001 - £80,000	4	2
In the band £80,001 - £90,000	-	1
In the band £100,001 - £110,000	1	2
In the band £110,001 - £120,000	1	-
In the band £160,001 - £170,000	1	-
In the band £170,001 - £180,000	-	1
	<u>-</u>	<u>1</u>

#### Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £1,985,500 (2017: £2,597,250)

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 11 Trustees' remuneration and expenses

One or more of the trustees has been paid remuneration or has received other benefits from an employment with the academy trust. The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment, and not in respect of their services as trustees.

The value of trustees' remuneration and other benefits was as follows:

Mr T Quinn (executive head teacher and trustee);

Remuneration £160,000 - £165,000 (2017 : £175,000 - £180,000)

Employer's pension contributions paid £nil (2017 : £20,000 - £25,000)

Mr M Cotton (head teacher and trustee);

Remuneration £75,000 - £80,000 (2017 : £80,000- £85,000)

Employer's pension contributions paid £0 - £5,000 (2017 : £10,000 - £15,000)

Mr A Boyle (head teacher and trustee);

Remuneration £110,000 - £115,000 (2017 : £105,000- £110,000)

Employer's pension contributions paid £5,000 - £10,000 (2017 : £15,000- £20,000)

Mr A Moor (head teacher and trustee);

Remuneration £65,000 - £70,000 (2017 : £60,000 - £65,000)

Employer's pension contributions paid £5,000 - £10,000 (2017 : £10,000 - £15,000)

### 12 Trustees and officers insurance

In accordance with normal commercial practice, the academy trust has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust 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 and cannot be split out.

### 13 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Total
	£'000	£'000	£'000	£'000
<b>Cost</b>				
At 1 September 2017	583	253	394	1,230
Additions	-	-	3	3
At 31 August 2018	583	253	397	1,233
<b>Depreciation</b>				
At 1 September 2017	3	170	211	384
Charge for the year	4	41	36	81
At 31 August 2018	7	211	247	465
<b>Net book value</b>				
At 31 August 2018	576	42	150	768
At 31 August 2017	580	83	183	846



# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 13 Tangible fixed assets

The net book value of land and buildings comprises:

	2018 £'000	2017 £'000
Freeholds	193	197
Long leaseholds (over 50 years)	383	383
	<u>576</u>	<u>580</u>

### 14 Debtors

	2018 £'000	2017 £'000
Trade debtors	201	222
Other debtors	12	138
Prepayments and accrued income	339	594
	<u>552</u>	<u>954</u>

### 15 Creditors: amounts falling due within one year

	2018 £'000	2017 £'000
Trade creditors	53	287
Other taxation and social security	750	675
Other creditors	-	35
Accruals and deferred income	429	119
	<u>1,232</u>	<u>1,116</u>

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

	2018 £'000	2017 £'000
Other creditors	-	52

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

17 Deferred income	2018 £'000	2017 £'000
Deferred income is included within:		
Creditors due within one year	343	72
Deferred income at 1 September 2017	72	145
Released from previous years	(72)	(145)
Resources deferred in the year	343	72
<b>Deferred income at 31 August 2018</b>	<b>343</b>	<b>72</b>

Included within deferred income at the balance sheet date the trust was holding funds received in advance from the Schools Strategic Improvement Fund amounting to £214,182 (2017 : £nil) and amounts as yet unspent from the Capital Improvement Fund of £129,110 (2017 : £72,000).

18 Funds	Balance at 1 September 2017 £'000	Income £'000	Expenditure £'000	Gains, losses and transfers £'000	Balance at 31 August 2018 £'000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	11	18,469	(19,940)	1,460	-
Other DfE / ESFA grants	-	1,605	(1,086)	(519)	-
Other government grants	-	614	(614)	-	-
Teaching Schools	33	1,758	(1,734)	-	57
Other restricted funds	-	648	(648)	-	-
Pension reserve	(8,052)	-	(858)	1,554	(7,356)
	<u>(8,008)</u>	<u>23,094</u>	<u>(24,880)</u>	<u>2,495</u>	<u>(7,300)</u>
<b>Restricted fixed asset funds</b>					
DfE group capital grants	589	296	(82)	(293)	510
<b>Total restricted funds</b>	<u>(7,419)</u>	<u>23,390</u>	<u>(24,962)</u>	<u>2,202</u>	<u>(6,789)</u>
<b>Unrestricted funds</b>					
General funds	608	502	-	(648)	462
<b>Total funds</b>	<u>(6,811)</u>	<u>23,892</u>	<u>(24,962)</u>	<u>1,554</u>	<u>(6,328)</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 18 Funds

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

- (i) General Annual Grant (GAG) must be used for the normal running costs of the academy.
- (ii) The other DfE/ESFA grants fund is used to track grants provided by local and central government departments.
- (iii) The other restricted funds tracks grants, donations and other income arising from sources other than grants provided by central and local government departments.
- (iv) The pensions reserve is a restricted fund to account for the liability arising under the Local Government Pension Scheme.
- (v) The restricted fixed asset funds are carried forward to meet the specific costs of fixed asset projects and to cover the depreciation charges that will be required on these projects going forward as well as the current fixed assets held.

Under the funding agreement with the Secretary of State, the academy trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2018.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 18 Funds

Comparative information in respect of the preceding period is as follows:

	Balance at 1 September 2016 £'000	Income £'000	Expenditure £'000	Gains, losses and transfers £'000	Balance at 31 August 2017 £'000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	212	15,937	(16,138)	-	11
Other DfE / ESFA grants	-	2,616	(2,616)	-	-
Other government grants	-	131	(131)	-	-
Teaching Schools	-	1,540	(1,507)	-	33
Other restricted funds	-	1,474	(1,474)	-	-
Pension reserve	(4,631)	-	(4,022)	601	(8,052)
	<u>(4,419)</u>	<u>21,698</u>	<u>(25,888)</u>	<u>601</u>	<u>(8,008)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	-	-	378	-	378
DfE group capital grants	308	9	(106)	-	211
	<u>308</u>	<u>9</u>	<u>272</u>	<u>-</u>	<u>589</u>
<b>Total restricted funds</b>	<u>(4,111)</u>	<u>21,707</u>	<u>(25,616)</u>	<u>601</u>	<u>(7,419)</u>
<b>Unrestricted funds</b>					
General funds	<u>640</u>	<u>665</u>	<u>(697)</u>	<u>-</u>	<u>608</u>
<b>Total funds</b>	<u>(3,471)</u>	<u>22,372</u>	<u>(26,313)</u>	<u>601</u>	<u>(6,811)</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 18 Funds

#### Total funds analysis by academy

	2018 £'000	2017 £'000
Fund balances at 31 August 2018 were allocated as follows:		
St John Plessington Catholic College	47	35
Our Lady of Pity Roman Catholic Primary School	444	470
St Bernard's Roman Catholic Primary School	34	37
St Mary's Catholic College	(26)	110
St. Joseph's Catholic Primary School	20	
	<hr/>	<hr/>
Total before fixed assets fund and pension reserve	519	652
Restricted fixed asset fund	510	589
Pension reserve	(7,356)	(8,052)
	<hr/>	<hr/>
Total funds	(6,327)	(6,811)
	<hr/>	<hr/>

#### Total cost analysis by academy

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

	Teaching and educational support staff £'000	Other support staff costs £'000	Educational supplies £'000	Other costs excluding depreciation £'000	Total £'000
St John Plessington Catholic College	7,596	1,292	162	1,586	10,636
Our Lady of Pity Roman Catholic Primary School	1,452	308	20	492	2,272
St Bernard's Roman Catholic Primary School	1,006	178	73	449	1,706
St Mary's Catholic College	6,695	1,215	151	1,543	9,604
St. Joseph's Catholic Primary School	187	-	-	46	233
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	16,936	2,993	406	4,116	24,451
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 19 Analysis of net assets between funds

	Unrestricted	Restricted funds:		Total Funds £'000
	Funds £'000	General £'000	Fixed asset £'000	
<b>Fund balances at 31 August 2018 are represented by:</b>				
Tangible fixed assets	-	258	510	768
Current assets	462	1,030	-	1,492
Creditors falling due within one year	-	(1,232)	-	(1,232)
Defined benefit pension liability	-	(7,356)	-	(7,356)
<b>Total net assets</b>	<b>462</b>	<b>(7,300)</b>	<b>510</b>	<b>(6,328)</b>

	Unrestricted	Restricted funds:		Total Funds £'000
	Funds £'000	General £'000	Fixed asset £'000	
<b>Fund balances at 31 August 2017 are represented by:</b>				
Tangible fixed assets	-	257	589	846
Current assets	608	955	-	1,563
Creditors falling due within one year	-	(1,116)	-	(1,116)
Creditors falling due after one year	-	(52)	-	(52)
Defined benefit pension liability	-	(8,052)	-	(8,052)
<b>Total net assets</b>	<b>608</b>	<b>(8,008)</b>	<b>589</b>	<b>(6,811)</b>

### 20 Pension and similar obligations

The academy trust's employees belong to two principal pension schemes: the Teachers' Pension Scheme England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Cheshire and Merseyside Pension Funds. Both are multi-employer defined benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2012, and that of the LGPS related to the period ended 31 March 2016.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

#### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed 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.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 20 Pension and similar obligations

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

#### Valuation of the Teachers' Pension Scheme

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

The key elements of the valuation and subsequent consultation are:

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

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

The employer's pension costs paid to the TPS in the period amounted to £1,845,086 (2017: £1,607,628).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

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

#### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions for the year ended 31 August 2018 and 31 August 2017 are shown in the table below.

The LGPS obligation relates to the employees of the academy trust who were employees transferred as part of the conversion from the maintained school (as described in note 26) together with new employees who joined the scheme in the period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the academy trust at the balance sheet date.

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.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 20 Pension and similar obligations

Total contributions made	2018 £'000	2017 £'000
Employer's contributions	756	684
Employees' contributions	167	164
Total contributions	<u>923</u>	<u>848</u>
<b>Principal actuarial assumptions</b>	<b>2018</b>	<b>2017</b>
	%	%
Rate of increase in salaries	2.6 - 3.6	2.7
Rate of increase for pensions in payment/inflation	2.2 - 2.3	2.4
Discount rate for scheme liabilities	<u>2.8</u>	<u>2.5</u>

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

	2018 Years	2017 Years
Retiring today		
- Males	22 - 22.3	22.3
- Females	24.5 - 24.8	24.5
Retiring in 20 years		
- Males	23.9 - 25	23.9
- Females	<u>26.5 - 27.8</u>	<u>26.5</u>

Scheme liabilities would have been affected by changes in assumptions as follows:

The academy trust's share of the assets in the scheme	2018 Fair value £'000	2017 Fair value £'000
Equities	3,727	3,137
Government bonds	225	187
Bonds	1,032	873
Cash	212	274
Property	649	475
Other assets	<u>1,867</u>	<u>1,061</u>
Total market value of assets	<u>7,712</u>	<u>6,007</u>

The actual return on scheme assets was £346,000 (2017: £473,000).



# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 20 Pension and similar obligations

Amount recognised in the Statement of Financial Activities	2018 £'000	2017 £'000
Current service cost	988	939
Past service cost	-	13
Interest income	(154)	-
Interest cost	341	167
Benefit changes, curtailments and settlements gains or losses	9	-
Total operating charge	<u>1,184</u>	<u>1,119</u>

### Changes in the present value of defined benefit obligations

	2018 £'000
At 1 September 2017	14,059
Transferred in on existing academies joining the academy trust	931
Current service cost	975
Interest cost	341
Employee contributions	167
Actuarial gain	(1,349)
Benefits paid	(65)
Losses on curtailment	9
At 31 August 2018	<u>15,068</u>

### Changes in the fair value of the academy trust's share of scheme assets

	2018 £'000
At 1 September 2017	6,007
Transferred in on existing academies joining the academy trust	501
Interest income	141
Actuarial gain	205
Employer contributions	756
Employee contributions	167
Benefits paid	(65)
At 31 August 2018	<u>7,712</u>

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 21 Reconciliation of net expenditure to net cash flow from operating activities

	2018 £'000	2017 £'000
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(1,071)	(3,941)
Adjusted for:		
Net deficit on conversion to academy	430	3,209
Capital grants from DfE/ESFA and other capital income	(296)	(9)
Investment income receivable	(1)	-
Defined benefit pension costs less contributions payable	241	268
Defined benefit pension net finance cost	187	167
Depreciation of tangible fixed assets	82	106
Decrease/(increase) in debtors	401	(677)
Increase in creditors	64	612
<b>Net cash provided by/(used in) operating activities</b>	<b>37</b>	<b>(265)</b>

### 22 Commitments under operating leases

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

	2018 £'000	2017 £'000
Amounts due within one year	70	47
Amounts due in two and five years	52	189
	<u>122</u>	<u>236</u>

### 23 Related party transactions

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

The Diocese of Shrewsbury is a related party as the land from which the Multi Academy Trust operates is owned by the Diocese and a memorandum of understanding is also in place between the two entities. During the year the Diocese of Shrewsbury charged the Academy £6,765 (2017: £22,312) for various services including a contribution to the Diocesan School Building Fund. No balance was outstanding at the year end.

In entering into these transactions, the academy trust has complied with the requirements of the Academies Financial Handbook 2017.

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 24 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 or she is a member, or within one year after he or she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a member.

### 25 Teaching Schools trading account

	2018		2017	
	£'000	£'000	£'000	£'000
<b>Direct income</b>				
Other external funding		1,758		1,540
<b>Direct costs</b>				
Direct staff costs	1,215		1,507	
<b>Other costs</b>				
Other support costs	519		-	
Total expenditure		(1,734)		(1,507)
<b>Surplus/(deficit) from all sources</b>		24		33
Teaching Schools balances at 1 September 2017		33		-
<b>Teaching Schools balances at 31 August 2018</b>		57		33

### 26 Conversion to an academy

On 01 July 2018 the St Joseph's Catholic Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to Holy Family Catholic Multi Academy Trust from the Wirral Metropolitan Borough 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 values and recognised in the balance sheet under the appropriate headings with a corresponding net amount recognised as a net loss in the statement of financial activities as charitable expenditure – 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.

Academy	Location	Date of conversion
St. Josephs Catholic Primary School	Merseyside	1 July 2018

<b>Net assets transferred:</b>	<b>2018</b>
	<b>£'000</b>
LGPS pension surplus/(deficit)	(430)

# HOLY FAMILY CATHOLIC MULTI ACADEMY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 26 Conversion to an academy

Funds surplus/(deficit) transferred:	Unrestricted	Restricted funds:		Total
	Funds	General	Fixed asset	2018
	£'000	£'000	£'000	£'000
LGPS pension funds	-	(430)	-	(430)

In respect of St Joseph's Catholic Primary School, the Multi Academy Trust inherited a LGPS pension's funds deficit of £430,000. Cash donations and fixed assets were transferred at nil due to being trivial in value especially given all land and buildings are owned by the Diocese as with the other four academies included within the trust.