



Pooled Funding and Appeals Policy

Policy Code:	F15
Policy Start Date:	May 2020
Policy Review Date:	May 2021

1.Statement

- 1.1 The Academies Financial Handbook, 2019 (Education & Skills Funding Agency) states in section 5.29 that: “A MAT can amalgamate GAG for its academies to form one central fund. This can be used to meet the running costs at any constituent academies within the trust.”
- 1.2 In line with the guidance detailed in the Academies Financial Handbook Community Inclusive Trust (CIT) pools GAG funding for all of its academies.
- 1.3 CIT holds a central reserve, with no individual school/academy at the end of a financial year having a positive or negative balance brought forward within the annual accounts. Any in year savings versus the agreed original budgeted income and expenditure can at the request of the school be ring fenced for small capital or curriculum projects. This money will be allocated when the school has shown they can set a balanced budget in the subsequent financial year. Should the school receive any additional income, a new agreed funding allocation will be set, against which any savings will then be measured, in consultation with the Director of Education and CFO. 20% of Teaching School profit to remain within LEARN for future development.
- 1.4 Reserves are monitored and drawn upon in line with CIT’s reserve policy.
- 1.5 Funds are retained by the Trust to cover the following expenditure:
 - School improvement
 - Capital projects
 - Trust-wide improvements and growth
 - External audit fees
 - Internal audit fees
 - Financial management
 - HR support
 - ICT support and infrastructure
 - GDPR controls
 - Payroll costs
 - Governance costs
 - Bank charges
 - Central services staffing costs and resourcing
 - Communications, websites and fundraising
 - Economies of scale/value for money in the procurement of utilities and services

The above list is not exhaustive and will be reviewed annually by the Trust Board.

- 1.6 On the recommendation of CIT’s Executive Leadership team (ELT), a cost for the services maintained, performed and operated by the Trust Support Hub is presented to the Trust Board’s Financial, Audit and Estates Committee with a clear rationale as part of the approval of the overall Trust budget. Details of this are provided to each academy as part of the budget setting rationale ahead of each academy preparing their individual budgets.

Funds are distributed to each academy based upon a percentage contribution that ELT deem appropriate. This will be in line with the budget setting rationale. In order to ensure parity of funding across CIT’s academies, our aim is for all academies to be assigned the same percentage in line with the income each academy receives as a

percentage of the overall income of the Trust. Therefore, as greater economies of scale are achieved, the assigned percentage for each academy should decrease.

2. Appeals

- 2.1 The Academies Financial Handbook states: “If a constituent academy’s principal feels the academy has been unfairly treated, they should appeal to the trust. If the grievance is not resolved, they can appeal to the Secretary of State, via ESFA, whose decision will be final and who can dis-apply the pooling provisions” (Section 5.3).
- 2.2 Prior to any appeal being heard by the Trust Board, CIT has a two-step process that must be followed:
- If an individual academy feels that they have insufficient resource to meet educational care or safeguarding needs within their setting, they are first to discuss this with the relevant Director of Education (these conversations will take place at initial budget setting and throughout the year in line with the regular budget meetings with the CFO).
 - If a mutually agreeable solution regarding resourcing is not achieved, a business case would need to be put to CIT’s Executive Leadership Team for consideration. The Executive Leadership Team would have to respond in writing with their decision and rationale for this. (The ELT will consider and provide a rationale for their decision within ten school working days of a business case being presented to the ELT).
- 2.3 In line with the Academies Financial Handbook, if the Head Teacher/Principal still feels they have insufficient resource to meet the needs of their school they should write to the Clerk to the Trust Board requesting a review of their resourcing. The Clerk will collate information and representations from the Head Teacher and the CEO to be presented to a panel selected by the Chair of the Trust to review and ultimately make a decision on the fairness of the resourcing. (The Clerk to the Trust Board will convene an appeals committee within ten working days of a Head Teacher requesting the ELT decision to be reviewed).
- 2.4 In line with the Trust’s values of trust and respect, if a Head Teacher still feels that they are not receiving fair resourcing to meet the needs of their pupils and their school, we appreciate they are within their rights to escalate this as per the Academies Financial Handbook section 5.3. If they wish to do so, they are requested to inform the CEO in writing that they are pursuing this course of action.

The Community Inclusive Trust Pooled Funding and Appeals Policy

This Policy has been approved by the Finance, Audit and Estates Committee

Signed..... Name..... Date:

Chair of the Trust Board

Signed..... Name..... Date:

Chief Executive Officer