

Penwortham Priory Academy Trust
(A Company Limited by Guarantee)

Annual Report and Financial Statements

Year Ended 31st August 2020

Company Registration Number: 08133703 (England and Wales)



Penwortham Priory Academy Trust
Annual Report and Financial Statements
Year Ended 31st August 2020

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Penwortham Priory Academy Trust

Reference and Administrative Details

Year Ended 31st August 2020

Members

Mr K Burke
Dr P Range
Mr D Taylor (Independent Member)

Trustees

Mrs C Barker
Mr K Burke (Chairman)
Mr M Eastham (Headteacher & Accounting Officer)
Mr P Faulkner
Mr S Grafton
Mrs G Herd
Mrs R Lancaster
Dr P Range (Vice Chairman)
Miss K Thornton
Mrs M Turner
Ms A Vohra

Secretary

Mrs S Spencer

Senior Leadership Team

Mrs C Barker
Mrs L Cowell
Mrs D Crank
Mr M Eastham
Mr N Gee

Principal and Registered Office

Crow Hills Road
Penwortham
Preston
PR1 0JE

Company Registration Number

08133703

Independent Auditor

CWR Chartered Accountants
20 Mannin Way
Caton Road
Lancaster
LA1 3SW

Bankers

Lloyds Bank
94 Fishergate
Preston
PR1 2JB

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period from the 1st September 2019 to the 31st August 2020. The annual report serves the purposes of both a trustees' report, and a directors' report including a strategic report under company law.

The Academy Trust operates an academy for pupils aged 11 to 16 serving a catchment area local to the school. It has a pupil capacity of 900 and had a roll of 759 in the school census on 1st October 2020.

Structure, Governance and Management

1.1 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. The trustees of Penwortham Priory Academy Trust are also the directors of the charitable company for the purposes of company law. The charitable company is known as Penwortham Priory Academy Trust.

Details of the trustees who served throughout the year except as noted are included in the Reference and Administrative Details on page 2.

1.2 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.

1.3 Trustees' Indemnities

The Academy has purchased indemnity insurance to protect Governors and Officers from claims. The insurance provides cover of up to £10,000,000.

1.4 Method of Recruitment and Appointment or Election of Trustees

The Trustees make up the Governing Body of the Academy and each Trustee is a Governor of the Academy.

The Board of Governors consists of 11 Governors.

(i) 3 Community Governors appointed by the Board of Governors (3 vacancies)

(ii) 4 Parent Governors

Parent Governors are elected by the parents of registered pupils of the Academy and must themselves be parents of a pupil at the time of their election. When a vacancy occurs, every parent is informed of the vacancy and that he/she is entitled to stand as a candidate. If the number of candidates exceeds the number of vacancies, an election is held by secret ballot.

(iii) 0 Co-opted Governor appointed by the Board of Governors (3 vacancies)

(iv) 3 Staff Governors (2 Teaching and 1 Associate)

Staff Governors are elected by all staff under a contract of employment with the Academy. When a vacancy occurs, every member of staff is notified and may stand as a candidate. If the number of candidates exceeds the number of vacancies, an election is held by secret ballot.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

- (v) The Headteacher, ex officio

The term of appointment of Governors is generally for four years except for the Headteacher who holds their appointment for the term of their office. Also, if a Staff Governor leaves the employment of the Academy, they are deemed to have resigned from the Board of Governors.

1.5 Policies and Procedures Adopted for the Induction and Training of Trustees.

Newly appointed Governors are provided with recent minutes and other key documents prior to an induction session with the Headteacher and Chair of Governors. Training opportunities are discussed with the Clerk to the Governors.

1.6 Organisational Structure

The Academy is governed by its Governing Body, whose members are Directors of the Charitable Company for the purposes of the Companies Act 2006 and Trustees for the purposes of charity legislation. The organisational structure of the Academy consists of 3 levels: the Governing Body, the Headteacher and the Senior Leadership Team.

The Governing Body is responsible for setting general policies, adopting a school development plan and budget, monitoring the school's performance, making major policy decisions, and appointing senior staff. Certain elements of these responsibilities are delegated to the following sub-committees who make recommendations to the full Governing Body:

- Curriculum and Standards Committee
- Resources Committee

The Headteacher is also the Accounting Officer and has responsibility for ensuring that grant income is spent in line with the Funding Agreement.

The Senior Leadership Team comprises:

Headteacher	Matthew Eastham
Deputy Headteacher	Lisa Cowell
Assistant Headteacher	Donna Crank
Assistant Headteacher	Neil Gee
Strategic Business Development Manager	Cheryl Barker

1.7 Arrangements for Setting Pay and Remuneration of Key Management Personnel

The Governing Body has adopted a whole school Pay Policy to provide a clear framework to exercise its powers in relation to the pay of individual members of staff. These powers will be exercised to take account of the specific needs of the school, in the light of flexibility inherent in the Teachers' Pay & Conditions Document.

The Governing Body has established a Pay Committee with clearly delegated responsibilities to exercise its functions in relation to this Pay Policy.

The remit of the Pay Committee is:

- To implement the school's pay policy including pay for individual members of staff.
- Following the annual appraisal/performance management process, to hear recommendations from appraisal reviewers and make decisions on salary progression for the Headteacher, deputy headteachers, assistant headteachers and any other teacher in school.
- To provide staff with an annual salary statement.

1.8 Related Parties and Other Connected Charities and Organisations

There are no connected organisations in the year. Related party transactions are disclosed in note 26 to the accounts.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

Objectives and Activities

2.1 Objects and Aims

The principal object and activity of the Charitable Company is the operation of Penwortham Priory Academy to provide education for pupils of different abilities between the ages of 11 and 16. The Governors have referred to the guidance issued by the Charity Commission in respect of public benefit when reviewing the aims and objectives of the Academy.

In accordance with the Articles of Association, the Charitable Company has adopted a "Scheme of Government" approved by the Secretary of State for Education. The Scheme of Government specifies, amongst other things, the basis for admitting pupils to the Academy and that the curriculum should comply with the substance of the national curriculum.

The main objectives of the Academy during the year ended 31st August 2020 are summarised below:

- to raise the standard of educational achievement of all pupils;
- to provide value for money for the funds expended;
- to comply with all appropriate statutory requirements;
- to conduct the Academy's business in accordance with the highest standards of integrity, probity and openness;
- to continue initiatives to increase the number of pupils at the academy towards the targets set.

The principal long-term objectives of the Academy are laid out in the Funding Agreement in addition to the points summarised above.

2.2 Objectives, Strategies and Activities

The objectives and associated actions from last year have been, or continue to be, addressed. We can summarise our strategy and activities as follows:

Activities continue to be focused around four key strategic aims, which feed into a central theme of Priory being '*First Choice*':

1. The highest quality of teaching and learning.
2. Strong engagement of stakeholders, within primary schools and the wider community.
3. Maintaining a great reputation for all our pastoral and academic activities.
4. Efficient and effective use of our funding

2.3 Public Benefit

The Trustees have considered the Charity Commission's guidance on Public Benefit. Governors (Trustees) are confident that Penwortham Priory Academy has complied with its requirements for the public benefit of secondary education for all its pupils. This can be demonstrated by not only examination results but also by the very high numbers of pupils who move on to further education. Additionally, and of equal significance, the school has now had several years with no NEETS which is a testimony to the individualised nature of the curriculum offered to all its pupils.

In relation to the community, the school has extensive links with a variety of partners ranging from our partner primary schools, teaching school alliances, academy partners, further education colleges, and local business and community groups. The school actively encourages their involvement in the curriculum of the school as well as the use of its facilities by and for the community beyond the school day. As a dual use site, we are also intrinsically linked with South Ribble Borough Council for a range of sporting activities.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

Our engagement with the community demonstrates our commitment to:

- Education
- Community cohesion
- Provision of services for the community
- Extended use of buildings and premises

Strategic report

3. Achievements and Performance

In 2019-2020 schools were of course affected by the Coronavirus Pandemic.

On 20th March 2020 we closed to pupils for education on site. This was replaced with supporting and providing remote learning at home for all pupils. In addition, schools commenced the provision of childcare for vulnerable (EHCP or have a social worker) pupils or those who had a parent designated as a key worker for the COVID19 response. We began to welcome more pupils from 22nd June 2020 and reopened for full return from September 2020.

In terms of academic performance, please note the DfE guidance included below, initially produced in April 2020 and more recently updated and re-confirmed in September 2020:

- We will not share the educational performance data from 2020 exams and assessments with schools via Analyse School Performance, or through the ASP accredited service.
- Schools and colleges will receive details of grades awarded directly from awarding organisations.
- We will not run the primary, secondary or 16 to 18 school and college performance data checking exercises and will not return any pupil level or institution level data on the 2020 grades to schools and colleges.
- We will not use the 2020 exams data when setting criteria in other areas, such as teaching schools, English and Maths hubs and free school applications.
- Schools and colleges should not use the 2020 exams data as part of their teacher performance management process.

The purpose of the centre assessed grades (CAG's) that we submitted this year was to ensure every student completed their Key Stage 4 studies and left with a set of examination results, as other previous year 11 cohorts had done. This was achieved.

We were confident that the system we had put in place to arrive at our CAG's was a robust one which held individual teachers and Curriculum Leaders appropriately to account for the grades they determined, reflected the performance of individual students and the overall cohort for each subject entry.

As a result, when the final grades were awarded there were no significant or unexpected changes made to these.

Just prior to lockdown, the school was inspected in March 2020 and the overall effectiveness of the school was judged to be good across all areas.

In the slightly more than two year period that our external adviser has worked with the school she has seen clear evidence of a Headteacher who has been relentless in his drive to ensure the school achieved a good outcome at the next section 5 inspection. This drive and vision were evident in the leadership of the wider Senior Leadership Team, in leaders across the school and across all staff, evidenced through CPD sessions delivered to Curriculum Leaders and Deep Dive activities carried out in a significant sample of subjects.

Strong support and guidance were provided by Senior Leaders for the whole school curriculum review process. Through the Deep Dive activities undertaken by the subject specialist Local Authority advisers and consultants, the Curriculum Leaders consistently and clearly outlined the whole school vision for what learners should expect from the curriculum at Penwortham Priory and their plans to achieve this through their individual subjects and associated curriculum development process.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

Lesson visits provided clear evidence of the impact of the journey the school had been on, starting from Curriculum Leaders and departments developing their curriculum intent and developing a curriculum that aimed to deliver this.

Lesson visits, student voice and book sampling provided further evidence that the staff training on effective pedagogy based upon the findings from educational research was clearly impacting on the quality of education that all learners were routinely experiencing across the curriculum.

This was reflected in the extremely positive section 5 inspection that took place in March 2020, as outlined by the extracts below. Adviser discussions in the summer and early autumn term 2020 further highlighted the importance of the curriculum development the school had undertaken and that the Covid period had not impacted on the Leaders' ambition that all students should still access a high-quality curriculum. Bitesize training for staff delivered by the Lead Practitioner has continued to maintain the high profile of the curriculum and the pedagogy to deliver this to secure the longer-term knowledge and understanding.

Effective leadership has been critical to the improvements that have been made and any concerns regarding leadership have been addressed with urgency and the identification of appropriate support. Where support has not made the required improvements to the leadership, appropriate action has been taken by senior leaders to address the situation.

The following extracts from the recent OfSTED report provide evidence which supports the achievement and performance of the school:

Extract 1:

- Leaders are ambitious for all pupils, including those with special educational needs and/or disabilities (SEND) and those who are disadvantaged. Most pupils are keen to meet the high expectations that staff have of their learning and wider personal development.
- Pupils are now learning more than in the past. This is because of the widespread improvements that have been made to the quality of education.

Extract 2:

- Penwortham Priory Academy is a rapidly improving school. Leaders have made significant improvements to most aspects of the school's work.

Extract 3:

- Leaders have focused on developing the quality of the curriculum. Pupils now study a curriculum that is more ambitious than in the past. As a result, pupils' performance in external examinations at the end of Year 11 has already improved. Many pupils who left the school in 2018 had not learned well during their time at the school. However, those leaving the school in 2019 made overall progress that was in line with the national average. They attained well in many subjects, including English, Mathematics, and Modern Foreign Languages.
- Leaders and teachers of most subjects have thought carefully about what they want pupils to know and be able to do. They plan pupils' learning thoughtfully to help pupils to know and remember more over time. The activities that they set pupils during lessons also help pupils to remember important information. As a result, pupils can confidently recall prior learning. For example, pupils told inspectors about their understanding of different musical elements, such as tempo and texture.
- 'Leaders are ambitious for all pupils'.
- 'Leaders have skilfully overseen the improvements made'.
- 'Leaders have made significant improvements to most aspects of the school's work'.
- 'The staff are extremely motivated and keen to improve the school further'.
- 'Leaders think that pupils' wider personal development is very important. They have planned opportunities carefully to help pupils become healthy, responsible, and moral citizens'.
- 'Leaders have made sure that the curriculum is ambitious for all pupils, including those with SEND and those who are disadvantaged'.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

Our 2017 OfSTED report noted the need to improve outcomes in History, Geography and Science and as such the school has achieved the following:

- Strengthened leadership in all three areas following key appointments made. Deep Dives undertaken by the Local Authority Advisers provided further evidence of the impact of the new leadership and the improved quality of education routinely seen in these subject areas.
- Although great caution should be taken when looking at 2020-year 11 data, it is interesting to note that on the front page of the FFT 2020 Summary Dashboard Overview page that History and Geography are listed as two of the higher performing subjects. Double award Science is not reported in the lists of higher / lower performing subjects on this overview page.
- The school is part of a wider Integrated Care Partnership network (ICP3) established by the Local Authority relating to the local health ICPs. The School Adviser leads on the oversight of this network. Throughout the Covid lockdown period and summer term when schools partially returned, this involved daily Adviser 'Keeping in Touch' calls made by another Adviser in this network. Returns and information shared by Penwortham Priory through the Assistant Headteacher taking the lead with these, provided very clear evidence of the wider wrap-around support provided for students in general and particularly the most vulnerable students.

3.1 Key Performance Indicators

The Academy Trust complies with all the terms and conditions of its Funding Agreement with the Department for Education (DfE). Financial performance is measured using a series of control and monitoring systems and procedures as follows:

1. Budget planning
2. Budget monitoring and reporting
3. Income generation targets
4. Regular review of staffing needs and structures
5. Review of best value of supplies and services

3.2 Going Concern

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies note of the financial statements (note 1).

4. Financial Review

4.1 Operating and Financial Review

The majority of the Academy's income is obtained from the DfE via the Education & Skills Funding Agency (ESFA) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the year ended 31st August 2020 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

The Academy also receives grants for fixed assets from the DfE. In accordance with the Charities Statement of Recommended Practice, 'Accounting and Reporting Charities' (SORP 2005), such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned.

During the year ended 31st August 2020, total expenditure was covered by recurrent grant funding from the DfE together with other incoming resources. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

Penwortham Priory Academy Trust

Trustees' Report

Year Ended 31st August 2020

4.2 Reserves Policy

Penwortham Priory Academy has produced budgets that are sustainable and allowed a reserve to be increased during the year to 31st August 2020 to safeguard against any future budget income fluctuations. The value of this reserve is included in the Statement of Financial Activities.

4.3 Investment Policy

Any significant unrestricted reserves are placed on deposit for a period that the Academy deems will maintain sufficient operating liquidity.

4.4 Principal Risks and Uncertainties

The main risk to the academy for the immediate future is how it responds to and plans for ongoing economic uncertainty related primarily to the effects of Covid-19, and any future education funding reforms.

4.5 Risk Management

The Governors have assessed the major risks to which the Academy is exposed, in particular those relating to teaching, public profile, health and safety, school trips, child protection, finances, staffing issues and Governors. These risks are reviewed regularly by the Governing Body and the Senior Leadership Team.

The internal financial systems are based on the Academies Financial Handbook and are documented in the financial procedures. The systems are based on a framework of segregation of duties, schemes of delegation which include authorisation and approval. Financial management information is provided to the Governors termly.

The Responsible Officer role has been performed during the period 1st September 2019 to 31st August 2020 and these reports have been presented to the Governing Body. No major issues have been identified.

4.6 Financial and Risk Management Objectives and Policies

The Academy is exposed to a number of financial risks including credit, cash flow and liquidity risks. Given the academy's exposure to financial instruments being limited, the exposure principally relates to bank balances, cash, and trade creditors, with limited trade (and other) debtors. The Academy's systems of internal control ensure risk is minimal in these areas. The Local Government Pension Scheme deficit is a risk to be monitored and details of the deficit are given in the financial statements.

5. Plans for Future Periods

Plans for the period from 1st September 2020 include the growth of the capital reserve to enable further refurbishment of buildings and development of infrastructure during 2020-2021. Additionally, the termination of the Dual Use Agreement with South Ribble Borough Council at the end of March 2021 presents a number of opportunities for further income generation and community engagement. Ongoing aims are to continue responsible financial management that provides opportunities to further the educational aims of the Academy.

Penwortham Priory Academy Trust

Trustees' Report

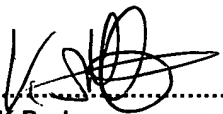
Year Ended 31st August 2020

6. Auditor

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on ~~24th November 2020~~ and signed on the board's behalf by:


.....

Mr K Burke
Chair of Trustees

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

7.1 Scope of Responsibility

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

As trustees, we have reviewed and taken account of the guidance in DfE's Governance Handbook and competency framework for governance.

The Board of Trustees has delegated the day-to-day responsibility to the Headteacher, 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 Penwortham Priory 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.

7.2 Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Board of Governors formally meet 3 times during the year, however due to Covid19 spring term meetings had to be cancelled at short notice. Summer term meetings were combined into 1 full Governors meeting to review urgent business requirements. This meeting was held virtually via Microsoft Teams.

Attendance during the year at meetings of the Board of Trustees was as follows: -

Governor	Meetings attended	Out of a possible
C. Barker	2	2
K. Burke	2	2
M. Eastham (Headteacher & Accounting Officer)	2	2
P. Faulkner	2	2
S. Grafton	2	2
G. Herd	1	2
R. Lancaster	1	2
P. Range	2	2
K. Thornton	2	2
M. Turner	1	2
A. Vohra	0	2

The Resources Committee is a sub-committee of the main board of Governors. Its purpose is financial policy and planning, financial monitoring, premises, and staffing. Attendance at meetings in the year was as follows: -

Governor	Meetings attended	Out of a possible
C. Barker	2	2
K. Burke	1	2
M. Eastham (Headteacher & Accounting Officer)	2	2
P. Faulkner	1	2
S. Grafton	1	2
G. Herd	1	2
A. Vohra	1	2

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

The Curriculum and Standards Committee is a sub-committee of the main board of Governors. Its purpose is to monitor the strategic school improvement plan (learning and teaching) and the strategic improvement plan (reputation and stakeholders). Attendance at meetings in the year was as follows:

Governor	Meetings attended	Out of a possible
M. Eastham (Headteacher and Accounting Officer)	2	2
R. Lancaster	2	2
P. Range	2	2
K. Thornton	2	2
M. Turner	1	2

7.3 Review of Value for Money

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

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

Key Aspects of 2019-2020

- Maintained pupil roll
- A continued unrelenting focus on Learning and Teaching
- A focus on staffing:
 - Further development of the extended leadership staff in school
 - Promoting and further development of the support staff structure
 - Teaching staff restructures including SLT intern posts and lead teachers in department areas
 - Continued succession planning allowing for opportunity for staff development
- Increased engagement with our partner primaries – both pupil and parents
- Positive reputation within the community aided by a more focused publicity/media presence/accolades
- A curriculum we can afford and a timetable and staffing to deliver that curriculum
- Best use of INSET time – increasing collaboration and communication
- Low exclusion rate
- Increased positive feedback on the school
- A sustained, positive working relationship with Governors – more Governor involvement in the life of the school and the termly review of the specific Governor Improvement Plan
- Clear strategic direction for the school
- Embedding improved structures, procedures, and policies in place
- Growth of partnerships and more positive relationships with external agencies:
 - Colleges
 - Primaries
 - Teaching School Alliances
 - 'Families' of schools
 - Universities
 - Employers
 - Other Headteachers
 - PRU's (Pupil Referral Units)
 - Pupils access
- Ongoing more thorough self-evaluation of all areas and subsequent improvement planning

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

Sustained Educational Results

As mentioned above, in terms of academic performance, please note the DfE guidance included below, initially produced in April 2020 and more recently updated and re-confirmed in September 2020:

- We will not share the educational performance data from 2020 exams and assessments with schools via Analyse School Performance, or through the ASP accredited service.
- Schools and colleges will receive details of grades awarded directly from awarding organisations.
- We will not run the primary, secondary or 16 to 18 school and college performance data checking exercises and will not return any pupil level or institution level data on the 2020 grades to schools and colleges.
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The purpose of the centre assessed grades (CAGs) that we submitted this year was to ensure every student completed their Key Stage 4 studies and left with a set of examination results, as other previous year 11 cohorts had done. This was achieved.

We were confident that the system we had put in place to arrive at our CAG's was a robust one which held individual teachers and Curriculum Leaders appropriately to account for the grades they determined, reflected the performance of individual students and the overall cohort for each subject entry.

As a result, when the final grades were awarded there were no significant or unexpected changes made to these.

Our 2017 OfSTED report noted the need to improve outcomes in History, Geography and Science and as such, although great caution should be taken when looking at 2020-year 11 data, it is interesting to note that on the front page of the FFT 2020 Summary Dashboard Overview page that History and Geography are listed as two of the higher performing subjects. Double award science is not reported in the lists of higher / lower performing subjects on this overview page.

Our focus around our School Improvement Key Objectives this academic year, means that I and my team of leaders will continue to carry out our roles with professionalism and a quiet, confident determination to ensure Priory remains the right school for our young people. We all remain firmly committed, as always, to providing a quality education for every one of our pupils, and whilst remaining caring, we will continue to be progressive with high academic standards, to ensure that we are a school where individual pupils learn to succeed.

Quality Assurance

The most recent review of the School Improvement Plan (SIP) has been completed and will be tabled for discussion at the next full governor's meeting. The most up to date SIP will therefore be available to Governors prior to this meeting.

However, we have already put into action our procedures this year that include not only the normal strategies such as 1:1 meetings with subject leaders and teaching staff, but also the continued involvement of external partners to provide us with a 'fresh pair of eyes' approach.

Our **Governor Improvement Plan** will continue to be monitored and reviewed in smaller working parties through our sub-committees and at full Governors.

Our key priority areas that we are already working on are:

1. Ensure that the teaching and learning plan is implemented to ensure a focused drive on 'Quality first teaching in the classroom' - '100% GOOD and better, nothing less'.
2. Ensure that internal structures allow Priory's Curriculum INTENT to be realised.

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

3. To maintain the improved academic outcomes specifically in Maths, Science, and the Humanities.
4. To support the leadership of Maths.

Strategic Direction

As leaders, we continue at the start of this academic year to focus on the strategic direction of the school, the detail of which is noted in our 'Welcome to Governance' folders on GovernorHub. Through this year's sub-committee meetings, Governor's discussions with SLT, our School Improvement Key Objectives, as well as our Self-Evaluation reports, it will be clear as to how we are continuing to drive forward the improvement agenda with determination in relation to our school priorities.

Our aim, '*To make Priory first choice*' remains our key strategic aim, but we will look to evolve this throughout this academic year. We have worked hard over the past 4 years to achieve what I set out to achieve at the start of my tenure, with a much-improved reputation in the local community and therefore full intakes in the last 3 years. This is a far cry from our position 4 years ago where only 95 families chose Priory as their first choice.

Given the strength of our local 'competitors', their long-established reputations as an all-girls school, all boys (grammar) school and Catholic school, and with no more pupils 'in the system' over these years in our main partner primary schools, this rise in pupil numbers has been a significant achievement and one we should all be proud of.

Whilst we must not be complacent regarding our pupil numbers, it remains imperative now that we build on our successes this year and continue to focus all our efforts and attention to improving further the academic outcomes of the pupils.

Systems are now fully in place which allow Governors to focus on their strategic responsibilities, school improvement and the outcomes for our young people. The systems we have worked hard on, clarify their accountabilities and responsibilities as a governing body and ensure they have the tools to allow them to focus ever more strongly on their 3 core strategic functions:

1. Setting vision, ethos, and strategic direction.
2. Holding the Headteacher to account for the educational performance of the school and its pupils.
3. Overseeing the financial performance of the school and making sure its money is well spent.

Our document that brings all this strategic work together, a 'Strategic Plan on a Page' that all staff and Governors can make easy reference to, is fully incorporated across all aspects of the school and its operations. We regularly RAG rate the various aspects to indicate where we are and what we need to focus on as we go forward. The structure of our strategic planning continues to be based on 4 strategic priorities for Priory that we believe will feed into the central theme of increasing the pupil roll:

- Learning & teaching
- Reputation – both pastoral and academic
- Stakeholders – community & primary liaison
- Resources

In focussing on all of the above, we will continue to develop alongside this the workplace 'culture' of the school, in order to bring people with us on our direction of travel, now, 'from good to great (outstanding)', knowing HOW to get there but with the capacity to stay there.

Therefore, we will continuously look to harness the talents of the teaching and support staff working at Priory, so that people are inspired and motivated by their work to align with the purpose of our organisation:

The Priory Standard: 'To have the highest expectations of all, from all, so that all pupils leave Priory, equipped to contribute positively to society and go on to further education, employment or training'.

Our Vision: 'Our Journey now, from Good to Great (Outstanding), with the capacity to stay there'.

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

Our Mission: 'Firm in our resolve to achieve the Priory Standard for our pupils' 'Currency' and the Priory Standard for our pupils' 'Character'.

Our Aims (the components of our mission that will get us to achieve our vision):
A focus on:

Currency – '100% Good lessons – nothing less'.

Therefore, the highest expectations of:

- Teaching
- Learning Support
- Learning in lessons
- Resources
- Facilities & environment

Character: - '100% Supporting the rights of people that want to learn – nothing less'.

Therefore, the highest expectations towards:

- The Pupils' Priory Standard
- Pupil welfare
- Behaviour
- Uniform
- Manners
- Local respect
- National recognition
- Reputation with all our Stakeholders
- Resources
- Facilities & environment

All underpinned by our Staff Value Set: 'Committed, Positive, Willing to Evolve'.

Targeted Intervention

Interventions to address those year 11 pupils underachieving in the core subjects of English, Maths and Science continue for this academic year and this takes place for all option subjects too. Our raising attainment agenda is based around the 3 principles of:

- Diagnosis
- Intervention
- Testing

The key focus remains at classroom teacher level to monitor individual class performance, but now with a heightened awareness of 'catch up' during the lockdown period. Extra classes are delivered after school for specific pupils, but this is targeted intervention for those pupils specifically identified. Year 11 continue to have English and Maths staff as their personal progress tutors for extra support.

Learning walks take place in all departments and of all teaching staff. Necessary interventions and support programmes are put in place for specific staff and the outcomes and impact of these interventions recorded. A support package for staff is now well established so staff are more able to be proactive in their own continuing professional development.

All departments are required to produce a department improvement plan focussing on their Key Objectives for the coming year which the SLT collates and actively monitors. SLT have also produced our overall school self-evaluation reports and improvement plan.

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

Individual students' intervention

Specific, focussed interventions for our Disadvantaged Pupils (DP) in school will continue to have a clear focus on Quality First Teaching in the classroom this year. These include:

1. A DP panel of senior staff. All have specific roles and are held to account for these.
2. A DP specific Governor has been appointed distinct from the SEND Governor.
3. Tracking of the numbers of DP pupils that achieve awards and are rewarded for their progress. Ensure that this is proportionate to the numbers of DP in the school.
4. For those DP that are harder to reach/not engaging, alternative rewards have been designed to promote progress.

All students in all years continue to be monitored individually in all subjects with a particular focus on the core subjects. Their target grades are constantly referenced to their predicted grades using the Sims tracking system and where necessary intervention strategies such as 1:1 work, after school sessions, lunchtime revision and parental involvement are all used. A restructure of the Teaching support staff, allows specific TA's to support in curriculum areas and impact more positively on the progress of all pupils, but particularly DP. Academic Heads of Year for each year group are now responsible for tracking progress of pupils across subjects and therefore look for and address any patterns that the data highlights to them. Such interventions are deemed to be both an effective and efficient use of staff resources.

Collaboration

As a school we continue to collaborate with a wide variety of stakeholders.

We continue to be an active member of the South Ribble Learning Federation with subject staff participating in all curriculum groups that operate.

Identified departments have been involved with more targeted collaborative work with 3 other secondary schools known as our 'family of schools'. This focus has been on leadership, curriculum and learning and teaching.

We are an active member of 3 local teaching school alliances.

New initiatives

As an innovative and forward-thinking school, we continue to look at ways to improve the opportunities and experiences of pupils. Twilight meetings continue to take place on a Wednesday after school each week and involve all staff. These have been predominantly focussed on Teaching and Learning, where the majority of the meeting is given to the planning of lessons. This is to ensure that staff are working together to enhance the quality of lessons, think about strategies to employ and talk about teaching and learning, keeping it at the forefront of what we do. This approach continues to have a significant impact on the quality of the lessons being observed.

We hold raising attainment breakfast meetings with all members of our SLT, which are proving successful in supporting the work associated with our diagnosis and intervention format and have weekly DP meetings to track and monitor the progress of pupils.

We have a much clearer focus on what is required to improve the academic outcomes of our pupils, distinct from the pastoral progress.

I also have a fundamental belief, that positive outcomes start with the culture of the school and the people that work at Penwortham Priory Academy.

Results, or Currency, for the pupils' matter, but will only come about through a shared purpose, where people feel valued and recognised and where leaders have their own self-awareness. Therefore, as a new initiative this year, we will look to develop a framework that focusses more specifically on the Mental Health, Physical Health and Nutritional Health of our workforce, all of which is wrapped around culture (the driving force). Phase one of all activity, is

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

understanding where we are (the audit/evaluation process). This includes evaluating what the propensity may be for the wider audience to engage with such a programme and identifying what the measurable outcomes will be (points of focus). The development of the programme will be bespoke and will be based on the information we gather.

We believe we have established an excellent foundation; and to hammer the metaphor, the foundation is strong enough to build substantial extensions – such as this Healthy Leaders journey.

Staffing

We have appointed to the following positions due to staff retirement and staff moving on:

- Teacher of English x 1 as a Teach First Candidate
- Teacher of Science x 2 – 1 as a Teach First Candidate
- Catering Assistant
- Attendance Officer
- Site Supervisor
- Welfare Assistant

We have appointed to the following new positions:

- Assistant Leader in English
- Minibus Driver
- Business Administration Apprentice

Financial Governance and Oversight

Regular and detailed auditing linked to clear and precise oversight by Governors provides a strong and clear system of financial governance. Termly financial reports are provided for Governors which are scrutinised carefully and precisely to ensure value for money. Governors constantly challenge the school to provide evidence of rigour in their purchasing strategies particularly in relation to the re-negotiation of any service level agreements or contracts and tendering procedures. Savings continue to be made in these areas. Equally, internal school procedures within the leadership team provide the checks and balances necessary to ensure sound financial decisions are taken when considering against educational and curriculum need.

Maximising income generation

With such an extensive site, opportunities to generate additional income are continually reviewed although the contractual relationship with South Ribble Borough Council continues to restrict many opportunities to generate income from our extensive sports facilities. From April 2021 this will change when the facilities under the dual use agreement return to sole use of the school. The school undertook the decision to bring the letting of facilities back in house from a third-party company in June 2019 and this has been a successful move with income generated exceeding the initial budget set. The aim now is to increase the funds from lettings activities at no detriment to the educational opportunities of students.

As a school we continue to link with the community and other stakeholders. We continue to support a range of out of hour's community use to ensure more of our local community 'get into' Priory and some of these links make a financial contribution to the school. These include: -

- &Fitness with Heather Singleton
- Pauline Quirk Academy with Aimee Leigh
- Football training with DiddiKicks
- Newman Netball Club
- Zumba with Louise Ross
- Kings Methodist Church, Penwortham
- Penwortham Town FC

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

- Church Meeting with Herbert Eaton
- Gathered Voices Choir
- Preston Lacemakers
- Just Kick It Football
- One Voice Community Choir
- Walmer Bridge Junior Football
- Kick Kwondo Martial Arts
- Kids United After School Club
- Preston North End Women's Junior Football

Systems, processes, and controls have all been externally evaluated and considered to be of the highest order and in no need of amendment.

7.4 The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Academy Trust's 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 Penwortham Priory Academy Trust for the year ended 31st August 2020 and up to the date of approval of the annual report and financial statements.

7.5 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 ended 31st August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

7.6 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 Trustees;
- regular reviews by the Resources Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties, and;
- identification and management of risks.

The board of Trustees has considered the need for a specific internal audit function and have decided not to appoint an internal auditor. However, the trustees have appointed CWR Chartered Accountants, as Responsible Officer (RO) during the 2019-2020 financial year. The RO's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial systems. On a termly basis, the RO reports to the Trustees, through the Resources Committee on the operation of the systems of control and on the discharge of the Trustee's financial responsibilities. The RO function has been fully delivered in line with the ESFA's requirements and no material control issues arose as a result of the RO's work.

Penwortham Priory Academy Trust

Governance Statement

Year Ended 31st August 2020

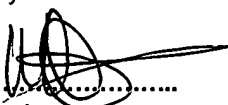
7.7 Review of Effectiveness


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

- the Board;
- the Audit Committee (where applicable);
- the Risk Committee/Risk Managers/Risk Improvement Manager (where applicable);
- the independent risk review function (eg. Responsible Officer);
- external audit;
- other explicit review/assurance mechanisms.

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

Approved by order of the members of the Board of Trustees on 24th November 2020 and signed on its behalf by:


.....
Mr K Burke
Chair of Trustees


.....
Mr M Eastham
Accounting Officer

Penwortham Priory Academy Trust

Statement on Regularity, Propriety and Compliance

Year Ended 31st August 2020

As Accounting Officer of Penwortham Priory 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 2019.

I confirm that I and the Academy Trust Board of Trustees are able to identify any material irregular or improper use of all 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 2019.

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.



Mr M Eastham
Accounting Officer

Date:26/11/2020.....

Penwortham Priory Academy Trust

Statement of Trustees' Responsibilities

Year Ended 31st August 2020

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

The trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls which conform to the requirements both of propriety and good financial management. They are also responsible for ensuring that grants received from the Education & Skills Funding Agency and Department for Education have been applied for the purposes intended.

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

Approved by order of the members of the Board of Trustees on 24th November 2020 and signed on its behalf by:



Mr K Burke
Chair of Trustees

Penwortham Priory Academy Trust

Independent Auditor's Report to the Members of Penwortham Priory Academy Trust

Year Ended 31st August 2020

Opinion

We have audited the financial statements of Penwortham Priory Academy Trust (the 'Academy Trust') for the year ended 31st August 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flows and the notes to the financial statements, 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 (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at the 31st August 2020, 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education & Skills Funding Agency.

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Other information includes the trustees' report (incorporating the strategic report and the directors' report), the governance statement, and the Accounting Officer's statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

(Continued)

Penwortham Priory Academy Trust

Independent Auditor's Report to the Members of Penwortham Priory Academy Trust

Year Ended 31st August 2020

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

We have nothing to report in this regard.

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 (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' 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 trustees' responsibilities statement set out on page 22, the trustees (who are also the directors of the Academy Trust for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Academy Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Academy Trust or to cease operations, or have no realistic alternative but to do so.

(Continued)

Penwortham Priory Academy Trust

Independent Auditor's Report to the Members of Penwortham Priory Academy Trust

Year Ended 31st August 2020

Auditor's responsibilities for the audit of the financial statements


Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the Academy Trust's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Academy Trust's members those matters we are required to state to them in an 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 Academy Trust and the Academy Trust's Members as a body, for our audit work, for this report, or for the opinions we have formed.


.....
Mr Robert Mitchell ACA (Senior Statutory Auditor)
For and on behalf of CWR Chartered Accountants
20 Mannin Way
Lancaster Business Park
Caton Road
Lancaster
LA1 3SW

Date: 14/12/2020.....

Penwortham Priory Academy Trust

Independent Reporting Accountant's Assurance Report on Regularity to Penwortham Priory Academy Trust and the Education & Skills Funding Agency

Year Ended 31st August 2020

In accordance with the terms of our engagement letter dated 31st August 2020 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Penwortham Priory Academy Trust during the year from the 1st September 2019 to the 31st August 2020 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 Penwortham Priory Academy Trust and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Penwortham Priory 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 Penwortham Priory Academy Trust and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Penwortham Priory Academy Trust's Accounting Officer and the reporting accountant

The Accounting Officer is responsible, under the requirements of Penwortham Priory Academy Trust's funding agreement with the Secretary of State for Education and the Academies Financial Handbook, extant from 1st September 2019, 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 2019 to 2020. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year from the 1st September 2019 to the 31st August 2020 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 2019 to 2020 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.

The work undertaken to draw our conclusions includes:

- Obtaining evidence including those tests relevant to the circumstances of the Academy Trust as prescribed in Section 4 of Annex B of the Academies Accounts Direction 2019 to 2020 issued by the ESFA; and
- Planning and performing any additional tests we deemed necessary to express an opinion on regularity.

(Continued)


Penwortham Priory Academy Trust

Independent Reporting Accountant's Assurance Report on Regularity to Penwortham Priory Academy Trust and the Education & Skills Funding Agency

Year Ended 31st August 2020

Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the year from the 1st September 2019 to the 31st August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

.....
Mr Robert Mitchell ACA (Senior Statutory Auditor)
For and on behalf of CWR Chartered Accountants
20 Mannin Way
Lancaster Business Park
Caton Road
Lancaster
LA1 3SW

Date:14/12/2020.....

Penwortham Priory Academy Academy Trust

Statement of Financial Activities incorporating Income & Expenditure Account

Year Ended 31st August 2020

	Note	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total 2020 £000	Total 2019 £000
Income and endowments from:						
Donations and capital grants	2	-	76	16	92	727
Charitable activities:						
Funding for the Academy Trust's educational operations	3	20	4,242	-	4,262	3,722
Other trading activities	4	208	-	-	208	265
Total		228	4,318	16	4,562	4,714
Expenditure on:						
Charitable activities:						
Academy trust's educational operations	6	221	4,253	102	4,576	4,276
Total		221	4,253	102	4,576	4,276
Net income/(expenditure)		7	65	(86)	(14)	438
Transfers between funds	14	-	5	(5)	-	-
Other recognised gains/(losses)						
Actuarial (losses) on defined benefit pension schemes	14, 25	-	(129)	-	(129)	(562)
Net movement in funds		7	(59)	(91)	(143)	(124)
Reconciliation of funds:						
Total funds brought forward	14	29	(1,465)	9,898	8,462	8,586
Total funds carried forward	14	36	(1,524)	9,807	8,319	8,462

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

Penwortham Priory Academy Trust

Balance Sheet

Year Ended 31st August 2020

	Notes	2020 £000	2020 £000	2019 £000	2019 £000
Fixed assets					
Tangible assets	10		9,788		9,716
Current assets					
Debtors	11	106		164	
Cash at bank and in hand		758		606	
		<u>864</u>		<u>770</u>	
Liabilities					
Creditors: Amounts falling due within one year	12	<u>(300)</u>		<u>(295)</u>	
Net current assets			<u>564</u>		<u>475</u>
Total assets less current liabilities			10,352		10,191
Creditors: Amounts falling due after more than one year	13		(39)		(64)
Net assets excluding pension liability			<u>10,313</u>		<u>10,127</u>
Defined benefit pension scheme liability	25		(1,994)		(1,665)
Net assets including pension liability			<u>8,319</u>		<u>8,462</u>
Funds of the Academy Trust:					
Restricted funds					
Fixed asset fund	14	9,807		9,898	
Restricted income fund	14	470		200	
Pension reserve	14	<u>(1,994)</u>		<u>(1,665)</u>	
Total restricted funds			8,283		8,433
Unrestricted income funds	14		36		29
Total funds			<u>8,319</u>		<u>8,462</u>

The financial statements on pages 28 to 51 were approved by the trustees, and authorised for issue on the 24th November 2020 and are signed on their behalf by:



 Mr K Burke
 Chair of Trustees

Company Limited by Guarantee
 Registration Number: 08133703

Penwortham Priory Academy Trust

Statement of Cash Flows

Year Ended 31st August 2020

	Notes	2020 £000	2019 £000
Cash flows from operating activities			
Net cash provided by operating activities	18	335	39
Cash flows from investing activities	20	(158)	(142)
Cash flows from financing activities	19	(25)	(21)
Change in cash and cash equivalents in the reporting period		<u>152</u>	<u>(124)</u>
Cash and cash equivalents at 1st September 2019		606	730
Cash and cash equivalents at 31st August 2020	21/22	<u>758</u>	<u>606</u>

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies

General information and basis of preparation

Penwortham Priory Academy Trust is a company limited by guarantee incorporated in England. The address of the registered office is given in the Reference and Administrative Details given on page 2 of these financial statements and the principal place of business is Crow Hills Road, Penwortham, Preston, PR1 0JE. The nature of the Academy Trust's operations and principal activities are set out in the Trustees' Report on page 4.

The financial statements of the Academy Trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102) 2019), the Academies Accounts Direction 2019 to 2020 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

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.

Going concern

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

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 receivable**

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.

Capital grants are recognised when there is an unconditional entitlement to the grant. Unspent amounts of capital grant are reflected in the balance 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.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies (continued)

Income (continued)

- **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 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".

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.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies (continued)

Expenditure (continued)

- **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.

All resources expended are inclusive of irrecoverable VAT.

Tangible fixed assets

Assets costing £3,000 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. Where there are specific restrictions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities 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.

Depreciation is provided on all tangible fixed assets other than freehold land and assets under construction, at rates calculated to write off the cost of each asset on a straight line basis over its expected useful lives, as follows:

Long leasehold buildings	Over 125 years' straight line
Fixtures, fittings and equipment	Over 3 years' straight line
Computer hardware	Over 3 years' straight line
Motor vehicles	Over 3 years' straight line

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use and reclassified to freehold or leasehold land and buildings.

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.

The leasehold assets were initially valued at £4,802,000 per the ESFA building valuation carried out in 2013 on conversion to academy status and are to be depreciated over a 125 year period.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies (continued)

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.

Provisions

Provisions are recognised when the Academy Trust has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

Leased assets

Rentals under operating leases are charged on a straight line basis over the lease term.

Financial instruments

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

Financial assets – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 11. Prepayments are not financial instruments.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies (continued)

Financial instruments (continued)

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

Financial liabilities – trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in notes 12 and 13. 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. Amounts due to charity's wholly owned subsidiary are held at face value less any impairment.

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 Part 11, Chapter 3 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.

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.

The TPS is an unfunded scheme and contributions are calculated 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 based on quadrennial valuations using a prospective unit credit method. 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 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 net operating income/(expenditure) 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 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.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

1 Accounting policies (continued)

Fund Accounting

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

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

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

Critical accounting estimates and areas of judgement

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 (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 25, 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 31st March 2016 has been used by the actuary in valuing the pensions liability at 31st August 2020. 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.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

2 Donations and capital grants

	Unrestricted Funds £000	Restricted Funds £000	Total 2020 £000	Total 2019 £000
Capital grants	-	16	16	623
Trips and other non public funds	-	74	74	82
iPad donation	-	2	2	22
	<u>-</u>	<u>92</u>	<u>92</u>	<u>727</u>

Income from donations and capital grants was £92,000 (2019 - £727,000) of which £nil (2019 - £nil) was attributable to unrestricted funds, £76,000 (2019 - £104,000) was attributable to restricted general funds and £16,000 (2019 - £623,000) was attributable to restricted fixed asset funds.

£16,000 (2019 - £623,000) of government grants were received for capital and maintenance works.

3 Funding for Academy Trust's educational operations

	Unrestricted Funds £000	Restricted Funds £000	Total 2020 £000	Total 2019 £000
DfE/ESFA grants				
General Annual Grant (GAG)	-	3,731	3,731	3,445
Other DfE Group grants	-	428	428	241
	<u>-</u>	<u>4,159</u>	<u>4,159</u>	<u>3,686</u>
Other Government grants				
Local Authority grants	20	48	68	36
Coronavirus Job Retention Scheme	-	35	35	-
	<u>20</u>	<u>83</u>	<u>103</u>	<u>36</u>
Other income from the Academy Trust's educational operations	-	-	-	-
	<u>20</u>	<u>4,242</u>	<u>4,262</u>	<u>3,722</u>

Funding for Academy Trust's educational operations was £4,262,000 (2019 - £3,722,000) of which £20,000 (2019 - £nil) was attributable to unrestricted funds, £4,242,000 (2019 - £3,722,000) was attributable to restricted general funds and £nil (2019 - £nil) was attributable to restricted fixed asset funds.

£4,262,000 (2019 - £3,722,000) of government grants were received for the purposes of the day to day running costs of the Academy and its charitable objectives.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

4 Other trading activities

	Unrestricted Funds £000	Restricted Funds £000	Total 2020 £000	Total 2019 £000
Hire of facilities	25	-	25	9
Catering income	117	-	117	156
Sale of educational goods and services	6	-	6	12
Dual use agreement cost reimbursement	21	-	21	36
Transport income	31	-	31	35
Supplies of staff	6	-	6	9
Receipts from other schools	2	-	2	8
	<u>208</u>	<u>-</u>	<u>208</u>	<u>265</u>

Income from other trading activities was £208,000 (2019 - £265,000) of which £208,000 (2019 - £265,000) was attributable to unrestricted funds, £nil (2019 - £nil) was attributable to restricted general funds and £nil (2019 - £nil) was attributable to restricted fixed asset funds.

5 Expenditure

	Staff Costs £000	Non Pay Expenditure Premises £000	Other Costs £000	Total 2020 £000	Total 2019 £000
Academy Trust's educational operations					
Direct costs	2,688	78	390	3,156	2,993
Allocated support costs	<u>732</u>	<u>466</u>	<u>222</u>	<u>1,420</u>	<u>1,283</u>
	<u>3,420</u>	<u>544</u>	<u>612</u>	<u>4,576</u>	<u>4,276</u>

£221,000 (2019 - £269,000) of the above expenditure on the Academy Trust's educational operations was attributable to unrestricted funds, £4,253,000 (2019 - £3,912,000) was attributable to restricted general funds and £102,000 (2019 - £95,000) was attributable to restricted fixed asset funds.

Net income/expenditure for the year includes:

	2020 £000	2019 £000
Operating lease rentals	27	30
Depreciation	102	95
(Gain)/loss on disposal of fixed assets	-	-
Fees payable to the auditor for:		
Audit	4	4
Other services	<u>6</u>	<u>7</u>
	<u>139</u>	<u>136</u>

No additional transactions have taken place under Section 5.2 of the 2019 Academies Financial Handbook which require additional disclosure.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

6 Charitable activities

	Total 2020 £000	Total 2019 £000
Direct costs – educational operations	3,156	2,993
Support costs – educational operations	1,420	1,283
	4,576	4,276

Analysis of direct costs

	Educational operations £000	Total 2020 £000	Total 2019 £000
Direct staff costs	2,688	2,688	2,532
Learning resources	61	61	55
Examination fees	55	55	54
School trips and visits	74	74	82
Other direct costs	278	278	270
Total direct costs	3,156	3,156	2,993

Analysis of support costs

	Educational operations £000	Total 2020 £000	Total 2019 £000
Support staff costs	732	732	704
Depreciation	25	25	18
Premises costs	441	441	343
Other support costs	209	209	206
Governance costs	13	13	12
Total support costs	1,420	1,420	1,283

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

7 Staff

(a) Staff costs

	2020 £000	2019 £000
Staff costs during the period were:		
Wages and salaries	2,430	2,288
Social security costs	232	212
Pension costs	740	625
	<u>3,402</u>	<u>3,125</u>
Apprenticeship Levy	-	-
	<u>3,402</u>	<u>3,125</u>
Supply staff costs	18	111
Staff restructuring costs	-	-
	<u>3,420</u>	<u>3,236</u>
Staff restructuring costs comprise:		
Redundancy payments	-	-
Severance payments	-	-
Other restructuring costs	-	-
	<u>-</u>	<u>-</u>

(b) Non-statutory / non-contractual staff severance payments

There were no staff restructuring cost payments during the year (2019: £nil).

(c) Staff numbers

The average number of persons employed by the Academy Trust during the year, and the full-time equivalents, was as follows:

	2020 Number	2020 Full-time equivalent	2019 Number	2019 Full-time equivalent
Teachers	41	38	41	39
Administration and support	44	31	48	31
Management	5	5	6	6
	<u>90</u>	<u>74</u>	<u>95</u>	<u>76</u>

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

7 Staff (continued)

(d) Higher paid staff

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

	2020 No.	2019 No.
£60,001 - £70,000	1	-
£70,001 - £80,000	-	1
£80,001 - £90,000	1	-
	<u>2</u>	<u>1</u>

(e) Key management personnel

The key management personnel of the Academy Trust comprise the trustees and the senior management team as listed on page 2. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy Trust was £410,000 (2019: £438,000).

8 Related party transactions - Trustees' remuneration and expenses

One or more trustees have been paid remuneration or have received other benefits from 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 role as trustees. The value of trustees' remuneration and other benefits was as follows:

Mr M Eastham (Headteacher and trustee):

Remuneration	£80,000 - £85,000. (2019: £70,000 - £75,000)
Employers' pension contributions	£15,000 - £20,000. (2019: £10,000 - £15,000)

Miss K Thornton (staff trustee):

Remuneration	£40,000 - £45,000. (2019: £35,000 - £40,000)
Employers' pension contributions	£5,000 - £10,000. (2019: £5,000 - £10,000)

Mrs C Barker (staff trustee):

Remuneration	£45,000 - £50,000. (2019: £40,000 - £45,000)
Employers' pension contributions	£5,000 - £10,000. (2019: £5,000 - £10,000)

Mr P Faulkner (staff trustee):

Remuneration	£45,000 - £50,000. (2019: £40,000 - £45,000)
Employers' pension contributions	£10,000 - £15,000. (2019: £5,000 - £10,000)

During the year ended 31st August 2020 no travel and subsistence expenses were reimbursed or paid directly to trustees (2019: £nil to trustees).

Other related party transactions involving the trustees are set out in note 26.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

9 Trustees' and officers' insurance

The Academy Trust has opted into the Department for Education's Risk Protection Arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers' indemnity element from the overall cost of the RPA scheme.

10 Tangible fixed assets

	Leasehold Land and Buildings £000	Furniture and Fixtures £000	Plant and Equipment £000	Motor Vehicles £000	Total £000
Cost					
At 1 st September 2019	10,104	7	44	26	10,181
Additions	146	13	15	-	174
Disposals	-	-	-	-	-
At 31 st August 2020	10,250	20	59	26	10,355
Depreciation					
At 1 st September 2019	402	7	35	21	465
Charged in period	82	4	14	2	102
Disposals	-	-	-	-	-
At 31 st August 2020	484	11	49	23	567
Net book values					
At 31 st August 2019	9,702	-	9	5	9,716
At 31 st August 2020	9,766	9	10	3	9,788

11 Debtors

	2020 £000	2019 £000
Trade debtors	1	16
VAT recoverable	32	44
Other debtors	28	61
Prepayments and accrued income	45	43
	<u>106</u>	<u>164</u>

12 Creditors: amounts falling due within one year

	2020 £000	2019 £000
Trade creditors	23	-
Other taxation and social security	54	54
Other creditors	131	101
Accruals and deferred income	92	140
	<u>300</u>	<u>295</u>

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

13 Creditors: amounts falling due after more than one year

	2020 £000	2019 £000
Other creditors	39	64
	<u>39</u>	<u>64</u>

Other creditors relates to a loan received to fund energy efficient projects in the academy funded via the ESFA Salix scheme with no interest charged on the balance outstanding. The cost of repaying the loan will be offset by the energy cost savings resulting from the works carried out. Loan repayments are made in September and March of each year for the life of the loan.

The total repayable after more than five years is £6,000.

14 Funds

	Balance at 1 st September 2019 £000	Income £000	Expenditure £000	Gains, Losses and Transfers £000	Balance at 31 st August 2020 £000
Restricted general funds					
General Annual Grant (GAG)	200	3,731	(3,466)	5	470
Pupil premium	-	181	(181)	-	-
Other DfE/ESFA grants	-	247	(247)	-	-
Local Authority grants	-	48	(48)	-	-
Coronavirus Job Retention grant	-	35	(35)	-	-
Other restricted funds	-	76	(76)	-	-
Pension reserve	(1,665)	-	(200)	(129)	(1,994)
	<u>(1,465)</u>	<u>4,318</u>	<u>(4,253)</u>	<u>(124)</u>	<u>(1,524)</u>
Restricted fixed asset funds					
DfE/ESFA capital grants	182	16	-	(179)	19
Capitalised assets post conversion	5,176	-	(63)	174	5,287
Assets on conversion	4,540	-	(39)	-	4,501
	<u>9,898</u>	<u>16</u>	<u>(102)</u>	<u>(5)</u>	<u>9,807</u>
Total restricted funds	<u>8,433</u>	<u>4,334</u>	<u>(4,355)</u>	<u>(129)</u>	<u>8,283</u>
Total unrestricted funds	<u>29</u>	<u>228</u>	<u>(221)</u>	<u>-</u>	<u>36</u>
Total funds	<u>8,462</u>	<u>4,562</u>	<u>(4,576)</u>	<u>(129)</u>	<u>8,319</u>

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

The General Annual Grant (GAG) must be used for the normal running costs of the Academy. Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG that it could carry forward at 31st August 2020. At the period end the carry forward of GAG funding was £470,000.

Other DfE/ESFA grants includes monies received outside of GAG funding for example the Pupil Premium. These funds have been spent in full by the 31st August 2020.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

14 Funds (continued)

Local Authority grants represent amounts payable to the Academy predominantly from Lancashire County Council. As at the 31st August 2020 all of these funds had been spent in full.

Other restricted funds include monies from trips & non public funds and from iPad donations. As at the 31st August 2020 all of these funds had been spent in full.

The pension reserve represents the value of the academy's share of the deficit in the Local Government Pension Scheme. The value of the deficit had increased to £1,994,000 at the 31st August 2020.

DfE/ESFA capital grants represent capital monies received during the period from the ESFA, predominantly from the Capital Improvement Fund. As at the 31st August 2020 the carry forward of all of these funds was £19,000 which will be expended in the next accounting period.

Capitalised assets post conversion represents the value of assets purchased since conversion to academy status. These will be depreciated in line with the accounting policies set out in note 1.

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

	Balance at 1 st September 2018 £000	Income £000	Expenditure £000	Gains, Losses and Transfers £000	Balance at 31 st August 2019 £000
Restricted general funds					
General Annual Grant (GAG)	29	3,445	(3,294)	20	200
Pupil premium	-	179	(179)	-	-
Other DfE/ESFA grants	-	62	(62)	-	-
Local Authority grants	-	36	(36)	-	-
Other restricted funds	-	104	(104)	-	-
Pension reserve	(866)	-	(237)	(562)	(1,665)
	(837)	3,826	(3,912)	(542)	(1,465)
Restricted fixed asset funds					
DfE/ESFA capital grants	344	623	-	(785)	182
Capitalised assets post conversion	4,468	-	(57)	765	5,176
Assets on conversion	4,578	-	(38)	-	4,540
	9,390	623	(95)	(20)	9,898
Total restricted funds	8,553	4,449	(4,007)	(562)	8,433
Total unrestricted funds	33	265	(269)	-	29
Total funds	8,586	4,714	(4,276)	(562)	(8,462)

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

15 Analysis of net assets between funds

Fund balances at 31st August 2020 are represented by:

	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total Funds £000
Tangible fixed assets	-	-	9,788	9,788
Current assets	36	809	19	864
Current liabilities	-	(300)	-	(300)
Non-current liabilities	-	(39)	-	(39)
Pension scheme liability	-	(1,994)	-	(1,994)
Total net assets	36	(1,524)	9,807	8,319

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

	Unrestricted Funds £000	Restricted General Funds £000	Restricted Fixed Asset Funds £000	Total Funds £000
Tangible fixed assets	-	-	9,716	9,716
Current assets	29	559	182	770
Current liabilities	-	(295)	-	(295)
Non-current liabilities	-	(64)	-	(64)
Pension scheme liability	-	(1,665)	-	(1,665)
Total net assets	29	(1,465)	9,898	8,462

16 Capital commitments

	2020 £000	2019 £000
Contracted for, but not provided in the financial statements	19	182

17 Commitments under operating leases

Operating leases

At 31st August 2020 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	2020 £000	2019 £000
Amounts due within one year	20	30
Amounts due between one and five years	10	30
Amounts due after five years	-	-
	30	60

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

18 Reconciliation of net income/(expenditure) to net cash inflow from operating activities

	2020 £000	2019 £000
(Expenditure)/net income for the reporting period (as per the Statement of Financial Activities)	(14)	438
Adjusted for:		
Depreciation (note 10)	102	95
Capital grants from DfE and other capital income	(16)	(623)
Defined benefit pension scheme cost less contributions payable (note 25)	171	215
Defined benefit pension scheme finance cost (note 25)	29	22
Decrease in debtors	58	115
Increase/(decrease) in creditors	5	(223)
Net cash provided by operating activities	335	39

19 Cash flows from financing activities

	2020 £000	2019 £000
Repayments of borrowing	(25)	(21)
Cash inflows from borrowing	-	-
Net cash (used in) financing activities	(25)	(21)

20 Cash flows from investing activities

	2020 £000	2019 £000
Proceeds from sale of tangible fixed assets	-	-
Purchase of tangible fixed assets	(174)	(765)
Capital grants from DfE/ESFA	16	623
Capital funding received from others	-	-
Net cash (used in) investing activities	(158)	(142)

21 Analysis of cash and cash equivalents

	2020 £000	2019 £000
Cash at bank and in hand	758	606
Notice deposits (less than 3 months)	-	-
Total cash and cash equivalents	758	606

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

22 Analysis of changes in net debt

	At 1 st September 2019	Cash flows	Acquisition / disposal of subsidiaries	Finance leases	Other non-cash changes	At 31 st August 2020
Cash	606	152	-	-	-	758
Cash equivalents	-	-	-	-	-	-
Overdraft facilities repayable on demand	-	-	-	-	-	-
	606	152	-	-	-	758
Loans falling due within one year	(25)	-	-	-	-	(25)
Loans falling due after more than one year	(64)	25	-	-	-	(39)
Finance lease obligations	-	-	-	-	-	-
	(89)	25	-	-	-	(64)
Total	517	177	-	-	-	694

23 Contingent Liabilities

During the period of the funding agreement, in the event of the sale or disposal by other means of any capital asset for which a Government Capital grant was received, the School is required to either re-invest the proceeds or to repay the Secretary of State for Education the same proportion of the proceeds of the sale or disposal as equates with the proportion of the original cost met by the Secretary of State, as the Secretary of State may require.

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

25 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 Lancashire County Pension Fund. Both are multi-employer defined-benefit schemes.

The latest actuarial valuation of the TPS was 31st March 2016 and of the LGPS 31st March 2016.

Contributions amounting to £47,168 (2019: £50,777) were payable to the schemes at 31st August 2020 and are included within creditors.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

25 Pension and similar obligations (continued)

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 1st January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

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

Valuation of the Teachers' Pension Scheme

Not less than every four years 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 31st March 2016 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 5th March 2019. 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; and
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%.

The TPS valuation for 2012 determined an employer rate of 16.4% from September 2015, which will be payable during the implementation period until the next valuation as at April 2023, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1st September 2019.

The pension costs paid to TPS in the period amounted to £569,000 (2019: £404,000).

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.

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

25 Pension and similar obligations (continued)

Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31st August 2020 was £171,000 (2019: £163,000), of which employer's contributions totalled £130,000 (2019: £123,000), and employees' contributions totalled £41,000 (2019: £40,000). The agreed contribution rates for future years are 17.8% for employers and the rate for employees remains dependant on the earnings of the employee.

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

As described in note 1 the LGPS obligation relates to the employees of the Academy Trust, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the Academy Trust at the balance sheet date.

Principal Actuarial Assumptions	At 31 st August 2020	At 31 st August 2019
Rate of increase in salaries	3.8%	3.5%
Rate of increase for pensions in payment / inflation	2.4%	2.1%
Discount rate for scheme liabilities	1.8%	1.8%
Inflation assumption (CPI)	2.3%	2.0%

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

	At 31 st August 2020	At 31 st August 2019
<i>Retiring today</i>		
Males	22.3	22.8
Females	25.0	25.5
<i>Retiring in 20 years</i>		
Males	23.8	25.1
Females	26.8	28.1

Sensitivity analysis

		Sensitivity 1	Sensitivity 2	Sensitivity 3	Sensitivity 4
	Central	+0.1% pa discount rate	+0.1% pa inflation	+0.1% pa pay growth	1 year inc in life expectancy
	£000	£000	£000	£000	£000
Liabilities	4,613	4,514	4,714	4,634	4,744
Assets	(2,619)	(2,619)	(2,619)	(2,619)	(2,619)
Deficit	1,994	1,895	2,095	2,015	2,125
Projected service cost	275	268	283	275	282
Projected net interest	35	35	36	35	37

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

25 Pension and similar obligations (continued)

Local Government Pension Scheme (continued)

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

	Fair value at 31 st August 2020	Fair value at 31 st August 2019
Equities	1,194	1,284
Government bonds	-	-
Other bonds	181	43
Property	356	236
Cash and other liquid assets	47	48
Other	841	1,074
Total market value of assets	2,619	2,685

The actual return on scheme assets was (£23,000) (2019: £301,000).

Amounts recognised in the statement of financial activities

	2020 £000	2019 £000
Current service cost (net of employee contributions)	(138)	(81)
Past service cost	(29)	(131)
Interest income	50	65
Interest expense	(79)	(87)
Benefit changes, gain/(loss) on curtailment and gain/(loss) on settlement	-	-
Admin expenses	(4)	(3)
Total operating charge	(200)	(237)

Penwortham Priory Academy Trust

Notes to the Financial Statements

Year Ended 31st August 2020

25 Pension and similar obligations (continued)

Local Government Pension Scheme (continued)

Changes in the present value of defined benefit obligations were as follows:

	2020 £000	2019 £000
At 1st September	4,350	3,132
Current service cost	268	204
Past service cost	29	131
Interest cost	79	87
Employee contributions	41	40
Actuarial (gain)/loss	(118)	798
Benefits paid	(36)	(42)
Losses or gains on curtailments	-	-
Unfunded pension payments	-	-
Effect of non-routine transactions	-	-
At 31st August	4,613	4,350

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

	2020 £000	2019 £000
At 1st September	2,685	2,266
Interest income	50	65
Return on plan assets (excluding interest income)	-	-
Assets distributed on settlements	-	-
Actuarial (loss)/gain	(247)	236
Employer contributions	130	123
Employee contributions	41	40
Benefits paid	(36)	(42)
Administration expenses	(4)	(3)
Effect of non-routine settlements	-	-
At 31st August	2,619	2,685

26 Related Party Transactions

Owing to the nature of the Academy Trust's operations 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 Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1st April 2019 and obtaining their approval where required, and with the Academy Trust's financial regulations and normal procurement procedures.

No related party transactions took place in the period of account, other than certain trustees' remuneration and expenses already disclosed in note 8.