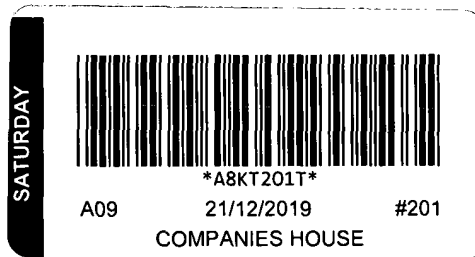


**ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2019**



**Haines Watts**

Chartered Accountants & Registered Auditors  
Bridge House  
157A Ashley Road  
Hale  
Altrincham  
Cheshire  
WA14 2UT

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

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# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Trustees:

Rev Dr N J Bundock (appointed 15 August 2013)  
Mr P J Good \* (Chair) (appointed 22 January 2014)  
Mr M Whitehead \* (appointed 29 September 2016)  
Mr P Blackburn \* (appointed 29 September 2016)  
Mr J Dunbar \* (appointed 29 September 2016)  
Mrs M Jones (appointed 29 September 2016)  
Mr G Stevenson (appointed 5 October 2016)  
Mrs J Lynch (re-appointed 4 October 2017)  
Mr D Finch (appointed 17 March 2019)

\* Members of the Finance Committee

### Members:

Rev Dr N J Bundock (appointed 15 August 2013)  
Mr A Bradley (appointed 1 July 2016)  
Mr P J Good (appointed 22 February 2016)  
Mr D Finch (appointed 17 June 2016 – resigned 17 March 2019)  
Mr G Mauchline (appointed 17 March 2019)

### Senior management team:

- Executive Headteacher of the Trust
- Head of School at Didsbury CE
- Head of School at West Didsbury CE
- Head of School at St Wilfrid's CE
- Deputy Head at St Wilfrid's CE

\*\* c/o Didsbury CE Primary School

Mr M Whitehead \*\*  
Mr S Ball  
Mrs H Large (appointed 1 September 2018)  
Mrs H Miller  
Mrs S Budgett

### Registered office:

Didsbury Church of England Primary School  
Elm Grove  
Manchester  
M29 8JN

### Company registration number:

08652284 (England and Wales)

### Independent auditor:

Haines Watts  
Bridge House  
Ashley Road  
Hale  
Altrincham  
Cheshire WA14 2UT

### Bankers:

**Didsbury CE**  
Barclays Bank  
587 Wilbraham Road  
Chorlton-cum-Hardy  
M21 9AL

**West Didsbury CE**  
Barclays Bank  
48-50 George Street  
Altrincham  
Cheshire  
WA14 1RH

**St Wilfrid's CE**  
Lloyds Bank  
13 Victoria Street  
Crewe  
CW1 2JQ

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

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**Solicitors:**

Slater Heelis  
Lloyds Bank Buildings  
16 School Road  
Sale  
Cheshire M33 7XP

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 AUGUST 2019**

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The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the year 1 September 2018 to 31 August 2019. The annual report serves the purpose of both a trustees' report and a directors' report under company law.

Since 1 September 2018 the academy trust has operated three primary academies for pupils aged 3 to 11 serving a catchment area in Didsbury and Northenden, South Manchester. It has a pupil capacity of 236 at Didsbury CE Primary School which became an academy on 1 September 2015, a capacity of 420 at West Didsbury CE Primary School which formally opened on 1 September 2015 and a capacity of 390 at St Wilfrid's CE which was a sponsored academy and joined the trust on 1 July 2016.

This submittal is to meet the requirement to report for 2018-19.

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

##### Constitution

The academy trust is a company limited by guarantee (company number: 08652284) 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 St. James and Emmanuel Academy Trust Ltd are also directors of the charitable company for the purposes of company law. The charitable company is known as St. James and Emmanuel Academy Trust Ltd.

Details of the trustees who served during the year are included in the reference and administrative details on page 1 together with details of the company's registered office.

##### Members' liability

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

##### Trustees' indemnities

The St. James and Emmanuel Academy Trust Ltd has ensured that each academy within it, has purchased insurance to cover trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. All the schools within the trust buy into the DfE Risk Protection Arrangements for academies and free schools.

##### Principal activities

The St. James and Emmanuel Academy Trust Ltd opened for the first time on 1 September 2015. West Didsbury CE Primary School formally opened to children and operates 2 classes per year group with a current roll of 225 (as at July 2019). Didsbury CE Primary School opened as an academy on 1 September 2015 replacing Didsbury CE Primary School which ceased to be maintained by the Local Authority on that date. The pupil roll at Didsbury CE is currently 236 (July 2019).

St Wilfrid's CE joined the St. James and Emmanuel Academy Trust on 1 July 2016 and had 327 pupils on roll (July 2019).

The St. James and Emmanuel Academy Trust Ltd ensures that each academy's principal activities are to advance, for the public benefit, education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, managing and developing a school, offering a broad and balanced curriculum underpinned by Christian values.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### Method of recruitment and appointment or election of trustees

The academy trust members are responsible for the appointment of trustees except for the executive head, staff trustee position. The St. James and Emmanuel Academy Trust Ltd shall have the following trustees:

- 1 Chair/representative of each Local Governing Body - total 3
- 1 MDBE trustee (also a chair of an LGB)
- 1 executive head
- 1 trustee appointed with financial experience
- 2 trustees appointed with HR experience
- 1 ex officio St James and Emmanuel Parish
- 1 trustee with business experience (during the year 2018-19 David Finch resigned as a member and was appointed as a trustee. Greg Mauchline as chair of the PCC was appointed a member by virtue of his office.

As of 1 September 2018, St. James and Emmanuel Academy Trust Ltd set up the trustees as set out below:

- 1 MDBE trustee
- 7 foundation trustees
- 1 executive head

#### Policies and procedures adopted for the induction and training of trustees

The trustees are appointed based on the skills that they will bring to the board of trustees or based on a proposal to the board of trustees by representative groups. On appointment, trustees receive information relating to each academy within St. James and Emmanuel Academy Trust Ltd, attend a briefing and receive an induction pack on the role and responsibilities of trustees. During this period, trustees were offered all necessary training.

#### Organisational structure

The structure during the year 1 September 2018 to 31 August 2019 consists of three levels, the members who have overall responsibility, the trustees to whom the executive headteacher reports and the local governing bodies to whom the senior leadership team of each school report. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The trustees are responsible for our faith foundation and ethos, setting general policy, adopting a Strategic School Development plan and setting the budget. They also monitor the effectiveness of the academies within the St. James and Emmanuel Academy Trust Ltd by the use of financial reports, teacher assessments and test results and make major decisions about the direction of the St. James and Emmanuel Academy Trust, capital expenditure and senior staff appointments.

The school leadership team at Didsbury CE Primary School consists of Mr M Whitehead, the executive headteacher, Mr S Ball, the head of school, an assistant headteacher, a senior teacher with a TLR post and the school business manager. West Didsbury CE Primary School comprised the executive headteacher, head of school and an assistant headteacher for the period September 2018 to August 2019 along with the school business manager. St Wilfrid's CE leadership comprises the head of school, Mrs H Miller and the deputy head, Mrs S Budgett, along with a finance manager and a number of TLR posts. These leaders control St. James and Emmanuel Academy Trust Ltd at an executive level, implementing the policies laid down by the trustees and are accountable to them for the performance of the schools within the academy trust.

The board of trustees has full board meetings at least each term and a number of committees detailed below. Each committee has its own terms of reference detailing the responsibilities discharged to the committee and to the executive headteacher. The terms of reference and meeting frequency for each committee is reviewed and approved by the trustees annually. The terms of reference for the finance committee detail the academy trust's authorised spending limits.

The committees of the board of trustees are:

- finance and audit
- performance management - executive headteacher's and heads' of schools
- pay committee – often dealt with by finance and audit group or at a full trustees meeting
- pay appeals - often dealt with by finance and audit group or at a full trustees meeting
- disciplinary – as required
- admissions – comprising a nominated trustee, executive head, head of school and business manager

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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

A selected pay committee of directors and members will consider the performance and remuneration of key management personnel (executive headteacher and heads of school). They will meet annually with an independent external adviser and consider the performance of the key management personnel with regard to specific objectives and the wider professional standards for headteachers. At this meeting new objectives for the next year will then be set. Following this meeting, any pay and remuneration matters will be taken to a directors' meeting and discussed, budgeted for and analysed before possible ratification by directors. This is all in line with the school pay policy which is informed by the School Teachers Pay and Conditions Document.

#### Trade Union facility time

Although we buy into the de-delegated trade union facilities management agreement at each school, we have no staff spend any paid directed time on union activities. The costs for the facilities management agreement for 2018-19 were:

Didsbury CE – 1,289.40; West Didsbury CE – 1,080.64; St Wilfrid's CE – 1,792.88: Total – 4,162.92

#### Relevant union officials

Number of employees who were relevant union officials during that period	Full time equivalent employee number
0	0

#### Percentage of time spent on facility time

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

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

Total cost of facility time	4,163
Total pay bill	2,789,746
Percentage of total pay bill spent on facility time	0.1%

#### Paid Trade Union activities

Time spent on paid trade union activities as a percentage of total paid facility time hours	0
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#### Related parties and other connected charities and organisations

The members, directors, trustees, senior staff and their families are regarded as related parties in accordance with the definitions in the Charities SORP.

#### Risk management

The trustees are aware of their responsibility to manage the major risks to which St. James and Emmanuel Academy Trust Ltd is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of St. James and Emmanuel Academy Trust Ltd's academies and their finances. The trustees have implemented a number of systems to assess risks that the academies face, especially in the operational areas (e.g. in relation to teaching, health and safety and school visits) and in relation to the control of finances. The trustees will introduce further systems, including refinements of internal financial controls in order to minimise risk so that they are satisfied that systems are in place to mitigate any exposure to major risks. They have ensured they have adequate insurance cover. St. James and Emmanuel Academy Trust Ltd has an effective system of internal financial controls both for the academy trust and each academy operating within it.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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A formal review of St. James and Emmanuel Academy Trust Ltd's risk management process will be undertaken on an annual basis and key controls in place will include:

- Formal agendas for all committee activity
- Terms of reference for all board of trustees and delegated committees under the direction of the board of trustees
- Pecuniary interests of trustees reviewed at each meeting
- Comprehensive budgeting and management reporting
- Established organisational structure and clear lines of reporting
- Formal written policies
- Clear authorisation and approval levels
- Vetting procedures as required by law for protection of the vulnerable

#### **Objectives and activities**

##### Objects and aims

St. James and Emmanuel Academy Trust Ltd's vision for the academies within it is to ensure that they aim:

"To grow a diverse and creative educational community, where we encourage belonging and nurture believing; together becoming fulfilled and responsible members of God's world."

'Our Christian schools exists to provide a welcoming environment in which everyone is cherished and challenged to achieve their potential'

##### Belonging:

- to each other in mutual support, respect and trust;
- to the community of Didsbury, committed to playing an active role in providing outstanding local primary schooling;
- to the Diocese of Manchester, as part of a family of 191 distinctive Church of England schools; and
- to the world in which we live, caring for the whole creation regardless of race, religion or background.

##### Believing:

- in our gifts and abilities, as each child is unique and valuable;
- in our potential, as each child will be challenged and nurtured; and
- in our Christian faith, as each child will be guided by our church ethos and values.

##### Becoming:

- responsible and productive - a force for good in society;
- engaged and pro-active - ready to change and challenge the world around us;
- aware of our vocation, with a growing sense of purpose and preference; and
- well-rounded and self-aware, through an holistic and broad-based education.

##### Objectives, strategies and activities

St. James and Emmanuel Academy Trust Ltd's priorities for the period ending 31 August 2019 were:

- Effective joint practice development and the sharing of good practice between all three schools: Didsbury CE, St Wilfrid's CE and West Didsbury CE.
  - Supporting each child within the trust to achieve their potential and make good progress in all areas of learning and development.
  - Ensuring that we utilised the new freedoms and academy trust budget wisely and that generally our children made better than expected progress.
  - Consolidation of new assessment systems to match national demands and to ensure that tracking of children is accurate and supportive of their learning.
  - To ensure that the new West Didsbury CE Primary School grows successfully, key teaching and support staff personnel are appointed in good time and that the children receive a first rate education.
  - To ensure that St Wilfrid's CE benefits from being a part of the St James and Emmanuel Academy Trust, through support and challenge from the trustees and governors and by sharing good practice across the trust.
  - To maintain and build on the high standards achieved at Didsbury CE for many years, through more collaborative work.
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# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular the trustees considered how planned activities will contribute to the aims and objectives they have set.

The St. James and Emmanuel Academy Trust Ltd's trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

#### **Strategic report**

##### **Achievements and performance at the schools within our trust**

Key data	DCE	St W	WDCE	M/cr	National
Number on roll	238	333	222	n/a	
%FSM	4.2	9.9	10.8	27.7	16
%EAL	7.1	8.7	37.8	41.8	21
% non white British	31.9	20.7	57.2	66.1	34
%SEND	10.5	12.0	9.5	14.9	13
%EHC Plan	1.7	1.5	1.8	1.7	2

#### **EYFS**

%	DCE	St W	WDCE	M/cr	National
Good Level of Devpt.	82.8	68.2	74.1	65.9	72
Prime Early learning goals	82.8	75.0	77.8	72.3	n/a
Specific learning goals	75.9	65.9	77.8	64.9	n/a
Average point score	37.0	34.8	35.4	32.9	n/a

#### **Phonics**

%	DCE	St W	WDCE	M/cr	National
Expected standard	100	81.4	86.7	79.1	82

#### **KS1**

%	DCE	St W	WDCE	M/cr	National
Reading	93.1	70.7	78.3	70.6	75
Writing	79.3	70.7	76.7	65.5	69
Maths	96.6	70.7	78.3	72.4	76
Science	86.2	85.4	88.3	77.6	82

#### **KS2**

%	DCE	St W	WDCE	M/cr	National
Reading	92.6	73.8	n/a	68.0	73
Writing	92.6	83.3	n/a	73.3	78
Maths	96.3	83.3	n/a	76.5	79
RWM	92.6	66.7	n/a	60.0	65

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

Progress measures KS1 – KS2

All pupils	DCE	St W	WDCE	M/cr	National
Reading	2.86	-0.74	n/a	n/a	0.00
Writing	1.53	1.22	n/a	n/a	0.00
Maths	2.90	0.48	n/a	n/a	0.00

Disadvantaged pupils	DCE	St W	WDCE	M/cr	National
Reading	3.39	-1.03	n/a	n/a	0.00
Writing	1.51	-0.62	n/a	n/a	0.00
Maths	3.34	0.92	n/a	n/a	0.00

EYFS Overview – all schools and National

For each Early Learning Goal, these tables show the percentage of pupils in the school at each level in 2018.

	ELG	DCE	St W	WDCE	M/cr	National 18
Prime Learning Goals	<b>GLD</b>					
	<b>CLL</b>					
	Listening	93.1	84.1	83.3	79.7	86
	Understanding	89.7	86.4	90.7	79.5	86
	Speaking	86.2	86.4	87.0	78.9	86
	<b>PD</b>					
	Moving	82.8	90.9	85.2	85.1	90
	Self care	93.1	90.9	90.7	86.0	91
	<b>PSED</b>					
	Self confidence	93.1	90.9	88.9	83.4	89
	Managing feelings	96.6	90.9	88.9	82.9	88
	Making relationships	93.1	93.2	94.4	84.8	90
Specific Learning Goals	<b>Literacy</b>					
	Reading	93.1	77.3	79.6	69.7	77
	Writing	89.7	70.5	79.6	67.8	74
	<b>Maths</b>					
	Numbers	93.1	79.5	87.0	73.1	80
	Shape S,M	93.1	79.5	83.3	74.2	82
	<b>U of W</b>					
	People	89.7	81.8	88.9	78.9	86
	The World	86.2	79.5	88.9	78.4	86
	Technology	79.3	90.9	92.6	89.0	93
	<b>EA+D</b>					
	Exploring Media	86.2	88.6	88.9	84.1	89
	Imagination	86.2	86.4	87.0	83.8	89

Performance at GLD for key groups:

Group	DCE	St W	WDCE	M/cr	National 18
All pupils	82.8	68.2	74.1	n/a	72.0
Boys	81.3	61.9	71.4	n/a	65.0
Girls	84.6	73.9	76.9	n/a	78.4
FSM	100 (1)	40 (5)	20 (5)	n/a	n/a
FSM (ever 6)	100(2)	33.3 (6)	28.6 (7)	n/a	n/a
EAL	100 (1)	80 (5)	55.6 (18)	n/a	n/a

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### Year 1 Phonics:

	DCE	St W	WDCE	M/cr	National
All pupils	100.0	81.4	86.7	79.1	82
Boys	100.0	68.8	85.2	n/a	n/a
Girls	100.0	88.9	87.9	n/a	n/a
Disadvantaged	100.0	33.3	100.0	n/a	n/a
FSM	n/a	n/a	100.0	n/a	n/a
EAL	100.0	83.3	87.5	n/a	n/a

#### Year 2 phonics re-check

	DCE	St W	WDCE	M/cr	National
All pupils	100.0 (1)	42.9 (7)	100.0 (5)	n/a	n/a

#### Key Stage 1 meeting the expected standard

Subject	DCE	St W	WDCE	Manchester	National
Reading	93.1	70.7	78.3	70.6	74.9
Writing	79.3	70.7	76.7	65.5	69.2
Maths	96.6	70.7	78.3	72.4	75.6
Science	86.2	85.4	88.3	77.6	82.3

#### Performance at KS1 for key groups meeting the expected standard:

##### Reading

Group	DCE	St W	WDCE	M/cr	National
All pupils	93.1	70.7	78.3	n/a	75.0
Boys	92.3	59.3	73.5	n/a	n/a
Girls	93.8	92.9	84.6	n/a	n/a
Disadvantaged	100.0	50.0	28.6	n/a	n/a
FSM	100.0	50.0	16.7	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	100.0	0.0	50.0	n/a	n/a
EAL	-	66.7	88.9	n/a	n/a

##### Writing

Group	DCE	St W	WDCE	M/cr	National
All pupils	79.3	70.7	76.7	n/a	69.0
Boys	76.9	59.3	73.5	n/a	n/a
Girls	81.3	92.9	80.8	n/a	n/a
Disadvantaged	66.7	60.0	28.6	n/a	n/a
FSM	100.0	74.2	16.7	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	0.0	0.0	50.0	n/a	n/a
EAL	-	66.7	88.9	n/a	n/a

##### Maths

Group	DCE	St W	WDCE	M/cr	National
All pupils	96.6	70.7	78.3	n/a	76.0
Boys	100.0	59.3	76.5	n/a	n/a
Girls	93.8	92.9	80.8	n/a	n/a
Disadvantaged	100.0	50.0	28.6	n/a	n/a
FSM	100.0	50.0	16.7	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	100.0	0.0	66.7	n/a	n/a
EAL	-	66.7	88.9	n/a	n/a

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### Key Stage 1 meeting the higher standard

Subject	DCE	St W	WDCE	Manchester	National
Reading	41.4	29.3	35.0	21.0	25.0
Writing	20.7	17.1	23.3	11.9	14.8
Maths	34.5	22.0	36.7	19.4	21.7

Performance at KS1 for key groups meeting the higher standard:

#### Reading

Group	DCE	St W	WDCE	M/cr	National
All pupils	41.4	29.3	35.0	n/a	25
Boys	30.8	25.9	32.4	n/a	n/a
Girls	50.0	35.7	38.5	n/a	n/a
Disadvantaged	33.3	10.0	0.0	n/a	n/a
FSM	50.0	12.5	0.0	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	50.0	0.0	0.0	n/a	n/a
EAL	-	33.3	33.3	n/a	n/a

#### Writing

Group	DCE	St W	WDCE	M/cr	National
All pupils	20.7	17.1	23.3	n/a	15
Boys	15.4	11.1	26.5	n/a	n/a
Girls	25.0	28.6	19.2	n/a	n/a
Disadvantaged	0.0	20.0	0.0	n/a	n/a
FSM	0.0	25.0	0.0	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	0.0	0.0	16.7	n/a	n/a
EAL	-	0.0	33.3	n/a	n/a

#### Maths

Group	DCE	St W	WDCE	M/cr	National
All pupils	34.5	22.0	36.7	n/a	22
Boys	30.8	22.2	41.2	n/a	n/a
Girls	37.5	21.4	30.8	n/a	n/a
Disadvantaged	33.3	10.0	14.3	n/a	n/a
FSM	50.0	12.5	0.0	n/a	n/a
CLA	-	0.0	-	n/a	n/a
SEND	0.0	0.0	16.7	n/a	n/a
EAL	-	33.3	33.3	n/a	n/a

#### Key Stage 2 at the expected standard (meeting ARE)

Subject	DCE	St W	WDCE	Manchester	National
GPS	96.3	83.3	n/a	76.9	78
Reading	92.6	73.8	n/a	68.0	73
Writing	92.6	83.3	n/a	73.3	78
Maths	96.3	83.3	n/a	76.5	79
RWM	92.6	66.7	n/a	60.0	65
Science	92.6	88.1	n/a	78.1	83

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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Performance at KS2 for key groups meeting the expected standard:

#### Reading

Group	DCE	St W	WDCE	M/cr	National
All pupils	92.6	73.8	n/a	n/a	73.0
Boys	84.6	66.7	n/a	n/a	69.0
Girls	100.0	77.8	n/a	n/a	78.0
Disadvantaged	100.0	75.0	n/a	n/a	62.0
FSM	100.0	50.0	n/a	n/a	58.0
CLA	-	-	n/a	n/a	0.0
SEND	66.7	16.7	n/a	n/a	41.0
EAL	75.0	60.0	n/a	n/a	69.0

#### Writing

Group	DCE	St W	WDCE	M/cr	National
All pupils	92.6	83.3	n/a	n/a	78.0
Boys	84.6	66.7	n/a	n/a	72.0
Girls	100.0	92.6	n/a	n/a	85.0
Disadvantaged	100.0	75.0	n/a	n/a	68.0
FSM	100.0	50.0	n/a	n/a	64.0
CLA	-	-	n/a	n/a	0.0
SEND	66.7	16.7	n/a	n/a	39.0
EAL	75.0	100.0	n/a	n/a	77.0

#### Maths

Group	DCE	St W	WDCE	M/cr	National
All pupils	96.3	83.3	n/a	n/a	79.0
Boys	92.3	73.3	n/a	n/a	78.0
Girls	100.0	88.9	n/a	n/a	79.0
Disadvantaged	100.0	83.3	n/a	n/a	67.0
FSM	100.0	75.0	n/a	n/a	63.0
CLA	-	-	n/a	n/a	0.0
SEND	66.7	16.7	n/a	n/a	46.0
EAL	100.0	100.0	n/a	n/a	80.0

#### RWM

Group	DCE	St W	WDCE	M/cr	National
All pupils	92.6	66.7	n/a	n/a	65.0
Boys	84.6	53.3	n/a	n/a	60.0
Girls	100.0	74.1	n/a	n/a	70.0
Disadvantaged	100.0	66.7	n/a	n/a	51.0
FSM	100.0	25.0	n/a	n/a	47.0
CLA	-	-	n/a	n/a	0.0
SEND	66.7	0.0	n/a	n/a	25.0
EAL	75.0	60.0	n/a	n/a	64.0

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### Key Stage 2 meeting the Higher Standard

Subject	DCE	St W	WDCE	Manchester	National
GPS	77.8	40.5	n/a	37.0	36
Reading	59.3	26.2	n/a	23.0	27
Writing	40.7	31.0	n/a	15.7	20
Maths	51.9	31.0	n/a	24.6	27
RWM	37.0	21.4	n/a	8.6	11

#### Performance at KS2 for key groups at the higher standard:

##### Reading

Group	DCE	St W	WDCE	M/cr	National
All pupils	59.3	26.2	n/a	n/a	27
Boys	46.2	33.3	n/a	n/a	22
Girls	71.4	22.2	n/a	n/a	32
Disadvantaged	33.3	25.0	n/a	n/a	17
FSM	0.0	25.0	n/a	n/a	15
CLA	-	-	n/a	n/a	0
SEND	0.0	0.0	n/a	n/a	9
EAL	75.0	20.0	n/a	n/a	24

##### Writing

Group	DCE	St W	WDCE	M/cr	National
All pupils	40.7	31.0	n/a	n/a	20
Boys	30.8	33.3	n/a	n/a	15
Girls	50.0	29.6	n/a	n/a	25
Disadvantaged	0.0	16.7	n/a	n/a	11
FSM	0.0	0.0	n/a	n/a	10
CLA	-	-	n/a	n/a	0
SEND	0.0	0.0	n/a	n/a	4
EAL	25.0	60.0	n/a	n/a	19

##### Maths

Group	DCE	St W	WDCE	M/cr	National
All pupils	51.9	31.0	n/a	n/a	27
Boys	46.2	46.7	n/a	n/a	29
Girls	57.1	22.2	n/a	n/a	24
Disadvantaged	33.3	25.0	n/a	n/a	16
FSM	0.0	0.0	n/a	n/a	14
CLA	-	-	n/a	n/a	0
SEND	0.0	0.0	n/a	n/a	7
EAL	50.0	60.0	n/a	n/a	32

##### RWM

Group	DCE	St W	WDCE	M/cr	National
All pupils	37.0	21.4	n/a	n/a	11
Boys	30.8	33.3	n/a	n/a	9
Girls	42.9	14.8	n/a	n/a	13
Disadvantaged	0.0	16.7	n/a	n/a	5
FSM	0.0	0.0	n/a	n/a	4
CLA	-	-	n/a	n/a	0
SEND	0.0	0.0	n/a	n/a	2
EAL	25.0	20.0	n/a	n/a	11

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### Attendance and exclusions - overview 2018-19

School	Attendance	Absence	Persistent absence (10%)	Unauthorised absence
Didsbury CE	97.22%	2.78%	4.12%	0.85%
St Wilfrid's CE	96.59%	3.41%	5.93%	1.02%
West Didsbury CE	97.12%	2.88%	7.18%	0.70%
National	96.30%	3.70%	9.20%	1.00%
Manchester	96.10%	3.90%	8.73%	1.37%

School	Permanent Exclusions	Fixed Term Exclusions
Didsbury CE	0%	1FTE 0.42%
St Wilfrid's CE	1 PE 0.30%	8FTE's 2.40%
West Didsbury CE	0%	0%
National	0.03%	0.00%
Manchester	0.02%	1.21%

#### Didsbury CE:

##### Attainment:

- Was well above national average in all areas – EYFS, Phonics testing, Key Stage 1 teacher assessment and Key Stage 2 standardised assessment tests. Performance at greater depth and the higher standard was very strong throughout the school.

##### Progress/ achievement:

- Value added information suggests that progress between KS1 and KS2 was above the average overall and for Maths, Writing and Reading separately.

Our test performance in Key stage 2 was well above (15%+) early national average indicators in all test areas and in the teacher assessed Writing. Our children's performance at the higher standard was very pleasing too. All the data shows that we have a very high proportion of children reaching greater depth/higher standard in all areas at Didsbury CE, when compared to national figures.

#### St Wilfrid's CE:

##### Attainment:

- We are pleased with the key stage 2 test results at St Wilfrid's CE which are above the early national figures in all areas and a good reflection of the particular cohort and we are delighted that all progress measures from KS1 are in line with or above average, with mathematics again being a strength. This is a wonderful achievement for our school and is another indication that the 'good' Ofsted judgement earlier this year (March 2019) is well deserved.

##### Progress/achievement:

- At EYFS and in Year 1 at phonics St Wilfrid's CE children have outperformed children nationally but at KS1 we have fallen just below national and need to boost achievement in all areas for this cohort through key stage 2.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### West Didsbury CE:

##### Attainment:

- All results and data at expected levels were above national averages at West Didsbury CE – in EYFS, phonics and at key stage 1.

##### Progress:

- Progress measures across West Didsbury CE were exceptional. Our results at key stage 1, which were all above national with a cohort that were only in line with national in GLD at the end of EYFS were very good and the EYFS results and phonics this year were above national. We are very pleased with the numbers of children achieving at greater depth.

#### Ofsted update

Didsbury CE: St. James and Emmanuel Academy Trust Ltd has not yet had an Ofsted inspection at Didsbury CE because the last school Ofsted at Didsbury CE Primary School was in 2008 when the school was deemed 'outstanding'. The school constantly reviews and monitors its own progress through self-evaluation and against other schools nationally and locally to ensure that the school continues to be 'outstanding'. It has had a SIAMS inspection (Statutory Inspection of Anglican and Methodist Schools) in January 2019 in which it achieved the highest grading of 'excellent.'

St Wilfrid's CE had an Ofsted inspection in March 2019 which placed it in a 'good' category. We are delighted with the speed with which the school has turned around as it was placed in 'special measures' in 2015. Such improvement is evident in the atmosphere and ethos of the school and reflected in the quality of teaching and learning going on each day. Since joining the trust, as an academy St Wilfrid's CE has made significant progress and thanks must be given to the leaders and staff at the school for all their hard work.

West Didsbury CE had an Ofsted inspection in June 2018. The school was judged to be firmly good with personal development, behaviour and welfare graded outstanding, which we are delighted with and reflects a school where the children have great relationships with one another and behave very well at all times. This was reflected in a SIAMS inspection in November 2018 at which the school achieved the highest rating of 'excellent.'

#### Key performance indicators

The senior leadership team considers the following to be the key performance indicators for the academy trust:

- Attendance
- Attainment and achievement
- Ofsted 'good' or 'outstanding' in all measures

#### Going concern

After making appropriate enquiries, the board of trustees has a reasonable expectation that St. James and Emmanuel Academy Trust Ltd and each academy within it, has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

#### **Financial review**

Most of St. James and Emmanuel Academy Trust Ltd's income is derived from each primary school's income obtained from the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, some of which are restricted to particular purposes. The grants received from the DfE/ESFA during the period ended 31 August 2019 and the associated expenditure is shown as restricted funds in the statement of financial activities.

Under Accounting Standard FRS102, it is necessary to charge projected deficits on the Local Government Pension Scheme, which is provided for support staff, to the unrestricted fund. This resulted in the pension fund showing a deficit of £2,047,000 which has been carried forward to 2019/20. It should be noted that this does not present a liquidity problem for the academy and that we are reviewing contributions to the pension scheme in order to see a reduction in the pension deficit in future years. If the pension deficit and related charges were taken out, the general restricted fund would show a surplus of £300,000.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

### ***FOR THE YEAR ENDED 31 AUGUST 2019***

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#### Reserves policy

The level of reserves held at 31 August 2019 total £13,563,000 of which £649,000 was free reserves. Of this, Didsbury CE had a carry forward of £157,000, West Didsbury carried forward £310,000 and St Wilfrid's CE had £182,000 in its accounts. A capital spending plan has been completed detailing the short, medium and long term needs and plans of St. James and Emmanuel Academy Trust Ltd for which reserves will be allocated and determined in order of priority to meet the needs of each school within the academy trust. The trustees will review the reserve levels annually. The review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves.

#### Investment policy

St. James and Emmanuel Academy Trust Ltd ensures each academy within it aims to manage its cash balances to provide for the day-to-day working capital requirements of its operations, whilst protecting the real long term value of any surplus cash balances against inflation. St. James and Emmanuel Academy Trust Ltd does not consider the investment of funds as a primary activity, rather as a result of good stewardship as and when circumstances allow.

#### Principal risks and uncertainties

St. James and Emmanuel Academy Trust Ltd has a risk management policy. The main risks identified include both strategic and operational risks and have been assessed under the following categories:

Professional – achieving strategic aims, management structures, educational priorities, conduct, and liability beyond classroom and staff and pupil procedures. Physical – injury to staff and pupils, property, financial, legal, environmental, contractual, technological and disaster recovery.

#### **Fundraising**

- **Approach to fundraising:**  
All three schools work with their PTA's to raise funds for the school. This fundraising is primarily through after school and evening activities such as discos, fairs and cake sales. All three schools also raise funds for charities such as Comic Relief and Sport Relief and look to support a nominated local or global group at Harvest, usually in partnership with the Church, for example Water Aid or a local food bank. All the PTA's are registered officially as charities and have their own organising committees which are elected positions determined annually at the PTA AGM.
- **Work with commercial fundraisers:**  
None of the schools have worked with commercial fundraisers – all fundraising is done directly through the school or via the PTA.
- **Fundraising conforming to recognised standards:**  
All our fundraising conforms to recognised standards.
- **Fundraising complaints:**  
None received
- **Protection of the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches, and undue pressure to donate:**  
We only invite our school children and parents/family members to the PTA events and it is entirely up to each family as to whether they choose to attend.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### Plans for future periods

St. James and Emmanuel Academy Trust Ltd will be reviewing its new scheme of delegation and ensuring that the lines of responsibility and accountability are clear to all levels of governance and leadership. We will be monitoring the strategic improvement plan of the trust and focussing on key curriculum areas at each of our schools. We believe that our model for the forthcoming year of the members' board as defined by our articles of association, a smaller group of directors/trustees who keep an overview of the work at all three schools, which are monitored by a local governing body works well, but will continue to review our effectiveness. This governance/trustee model has been in operation since 2016-17 with a good degree of success but we need to review the new scheme of delegation and ensure that the system operates effectively to challenge, monitor and support all the schools within the trust. This will be particularly relevant as we have grown to four schools this year 2019-20, with St Elisabeth's CE, Reddish, Stockport joining our Trust on 1.11.19.

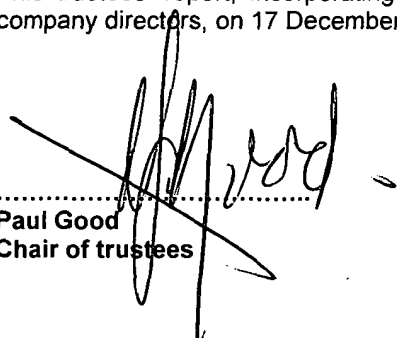
We will also be developing the key stage 2 facilities at West Didsbury CE as the school grows, embedding the new senior leadership teams and working on the forest school environment at St Wilfrid's CE and West Didsbury CE.

### 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.

This trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 17 December 2019 and signed on its behalf by:



.....  
Paul Good  
Chair of trustees

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2019**

### Scope of responsibility

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

The board of trustees has delegated the day-to-day responsibility to the executive 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 St. James and Emmanuel Academy Trust Ltd and the Secretary of State of Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

### SJE trustees' meetings 2018-19

			12.9.18	9.10.18	19.12.18	13.2.19	4.4.19	26.6.19
Title	Start	End						√
Mr P Good	01.09.17	31.08.21	√	√	√	√	√	√
Ms M Jones	01.09.16	31.08.20	Apol	Apol	√	√	√	√
Rev N Bundock	01.09.17	31.08.21	√	Apol	Apol	√	√	√
Mr G Stevenson	01.09.16	31.08.20	√	√	√	√	√	√
Mr J Dunbar	01.09.16	31.08.20	√	√	√	√	√	√
Mr P Blackburn	01.09.16	31.08.20	√	√	√	√	√	√
Ms J Lynch	01.09.16	31.08.20	Apol	√	Apol	√	√	√
Mr M Whitehead	n/a		√	√	√	√	√	√
Mr D Finch	19.03.19	18.03.23	n/a	n/a	n/a	n/a	√	√
In attendance								
Mr D Finch	n/a			√				

The finance and audit committee is a sub-committee of the main board of trustees. Its purpose is to assist the decision making of the board of trustees by enabling more detailed consideration to be given to the best means of fulfilling the board of trustee's responsibility to ensure sound management of St. James and Emmanuel Academy Trust Ltd in relation to Didsbury CE Primary School, St Wilfrid's CE and West Didsbury CE Primary School finances and resources, including proper planning, monitoring and probability. This committee will make appropriate comments and recommendations on such matters to the board of trustees on a regular basis. Major issues will be referred to the board of trustees for ratification. Attendance at meetings in the period was as follows:

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### Finance and Audit meetings 2018-19

			9.10.18	19.12.18	13.2.19	11.6.19
Title	Start	End				
Mr P Good	01.09.17	31.08.21	√	√	√	√
Mr J Dunbar	01.09.16	31.08.20	√	√	√	√
Mr P Blackburn	01.09.16	31.08.20	√	√	√	√
Mr M Whitehead	n/a		√	√	√	√

### SJE Trust DCE LGB 2018-19

Title	Category	Start	End	25.09.18	20.11.18	22.01.19	19.03.19	21.05.19	02.07.19
Mrs C Arundale	PCC	20/09/16	19/09/20	√	√	Apol	√	√	√
Mr S Ball	Head of School	n/a	n/a	√	√	√	√	√	√
Mr A Ballantyne	PCC	20/09/16	19/09/20	√	√	Apol	Apol	√	Apol
Mrs S Bradley	PCC	01.09.16	31.08.20	√	√	√	√	Apol	√
Mr P Good	Director/ MDBE	05/02/16	05/02/20	√	√	√	√	√	√
Ms H Stallard	PCC	01/09/16	31/08/20	√	√	Apol	√	Apol	√
Mr M Vermes	PCC	01.09.16	31.08.20	√	√	√	√	√	√
Mr M Whitehead	Exec. Head	n/a	n/a	√	√	√	√	√	√
Mr M Lee	Elected Parent	01.12.16	30.11.20	√	√	√	√	√	√
Rev n Bundock	PCC	20.11.18	19.11.22	n/a	Apol	√	Apol	√	√
Ms E Hooson	Staff Governor	25.09.19	24.09.23	√	√	√	√	√	√
Mr P Robinson	Elected Parent	19.03.19	18.03.23	n/a	n/a	n/a	√	√	√

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

### SJE Trust StW LGB 2018-19

Title	Category	Start	End	20.09.18	08.11.18	17.01.19	07.03.19	09.05.19	03.07.19
Rev A Bradley	Ex-Officio Chair	01.09.16	31.08.20	√	√	√	√	√	√
Ms s Budgett	Associate Governor	02.02.17	01.02.21	√	√	Apol	√	√	√
Mr P Good	Director/M DBE	05.02.16	04.02.20	Apol	√	Apol	√	√	√
Ms H Miller	Head of school	n/a		Apol	√	√	√	√	√
Mr G Stevenson	PCC Parent	01.09.16	31.08.20	√	√	√	√	√	√
Ms C Macdonald	PCC	08.12.16	07.12.20	√	√	√	√	√	√
Ms L Oldfield	Parent Governor	08.12.16	07.12.20	√	Apol	√	Apol	√	Apol
Mr P Trainor	Co-opted	23.11.17	22.11.21	√	Apol	Apol	√	Apol	Apol
Mr M Whitehead	Exec. Head	n/a		√	√	Apol	√	√	√
Ms J Bartlett	Staff Governor	05.07.18	04.07.22	√	√	√	√	√	√
Mr A Hossen	Parent Governor	07.03.19	06.03.23	n/a	n/a	n/a	√	√	Apol

### SJE Trust WDCE LGB 2018-19

Title	Category	Start	End	11.09.18	13.11.18	15.01.19	12.03.19	07.05.19	25.06.19
Mr P Blackburn	PCC	13.09.16	12.09.20	√	√	√	√	√	√
Ms F Bradley	PCC	13.09.16	12.09.20	√	√	√	√	√	√
Ms L Cui	PCC	07.10.16	06.10.20	Absent	Apol	Absent	Apol	Apol	Apol
Mr P Good	Director/M DBE	05.02.16	04.02.20	√	√	Apol	√	√	√
Ms H Large	Head of school	n/a	n/a	√	√	√	√	√	√
Rev T Marshall	PCC	13.09.16	06.10.20	Apol	√	√	Apol	Apol	√
Ms L Noden	PCC	09.12.16	08.12.20	√	Apol	√	Apol	√	√
Ms J Heatley	Staff Gov	13.09.16	12.09.20	√	√	√	√	√	√
Ms M Turnbull	Parent Governor	15.11.16	14.11.20	√	√	√	√	√	√
Mr M Whitehead	Exec. Head	n/a	n/a	√	√	√	√	√	√
Ms A-M Sarantis	Parent Gov	7.5.19	7.5.23	n/a	n/a	n/a	n/a	√	√

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### **Review of value for money**

As accounting officer the executive 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:

1. Raising student attainment and improving progress at Didsbury CE, St Wilfrid's CE and West Didsbury CE (please see the achievement and attainment for the details of how this has been achieved).
2. Robust governance and oversight of academy trust finances

The academy trust has a suitably experienced responsible officer (RO), Mrs Jean Robinson our business manager, who supports our executive headteacher in all business matters and meets with internal auditors regularly. Mrs Robinson also prepares all the information for external audit and ensures that all our financial records and personnel records meet requirements and are checked, filed responsibly and kept in good order. The RO reviews key financial policies, systems and procedures, including the use of tenders and presents reports in compliance to the academy trust's executive headteacher, who then passes on information to the board of trustees.

The academy trust receives finance support on compliance and accounting practices from an external consultant and has appointed external and internal auditors.

The academy trust's board of trustees approve the budget each year and is mindful of the need to balance expenditure against income to ensure that the academy trust remains a 'going concern'. The board of trustees also receive and approve the annual accounts and the external auditor's management report.

3. Ensuring the operation of the academy trust shows good value for money and efficient and effective use of resources.

St. James and Emmanuel Academy Trust Ltd ensures that each academy within it requires all suppliers to compete on grounds of cost and quality of products. The academy trust actively seeks out the best products at the best price; regardless of how much either academy within the academy trust aims to spend.

All orders are viewed by the head of school or deputy headteacher and the academy trust school business manager to ensure that money is being utilised and allocated wisely.

For any order of £10,000 or over the academy trust will obtain three quotes. Successful companies will be chosen on grounds of price, quality and previous track record.

The academy trust is always mindful that minor improvements or savings are not cost effective if the administration involves substantial time or costs. Time wasted on these minor improvements and savings can also distract management from more important or valuable areas. The academy trust therefore uses well known suppliers for small orders (e.g. stationery, small equipment).

The academy trust's staffing structure at each academy is reviewed annually to ensure the most appropriate provision for our pupils. This ensures that value for money is maximised in terms of quality of teaching and learning, curriculum management and ensuring the correct adult-pupil ratios.

The academy trust has an asset register at each school which manages the allocation of resources in terms of costing, effectiveness and depreciation.

The academy trust targets its use of the Pupil Premium so that the academies' most deprived pupils have the opportunity to raise their individual levels of attainment resulting in improved educational outcomes for all.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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The academy trust, principally through cluster groups based at Didsbury CE Primary School also shares good practice with a number of local schools which helps to drive up standards and keep costs to a minimum.

The academy trust commissions before and after school care for pupils at all three schools through Elm Grove Kids Club (Outstanding provider – Ofsted 7/5/15 at DCE and WDCE) and Kidz Kingdom (Outstanding provider – Ofsted 19/6/2016 at St Wilfrid's CE). Wraparound nursery education is provided at both Didsbury CE and St Wilfrid's CE Primary Schools. This provides the academy trust with a reliable revenue stream whilst maximising income generation for the trust. It also ensures that we have pupil numbers coming into both Didsbury CE and St Wilfrid's CE who have had a good EYFS start and are familiar with the school routines.

St. James and Emmanuel Trust Ltd looks at each academy's budget and benchmarks financial performance against other academy trusts to demonstrate that the academy trust provides good value for money.

#### **The purpose of the system of internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in St. James and Emmanuel Academy Trust Ltd for the year 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements.

#### **Capacity to handle risk**

The board of trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the year 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

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

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

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

The board of trustees has considered the need for a specific internal audit function and has decided to appoint Haines Watts. The trustees have also appointed Jane Flanagan/Jacqui Goddard, finance officers with many years' experience working for Manchester LA, as finance advisers to carry out a programme of finance support and budget checks with the business manager/finance manager at each school.

The responsible officer'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 responsible officer will report via the executive head to the board of trustees, through the finance committee on the operation of the systems of control and on the discharge of the governing body's financial responsibilities.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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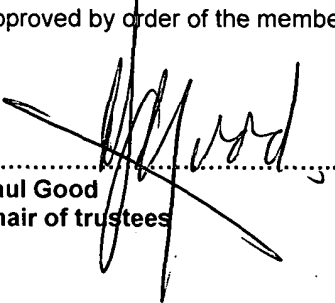
### Review of effectiveness


As accounting officer the executive 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 work of the internal reviewer;
- the work of the external auditor;
- the financial management and governance self-assessment process; and
- the work of the finance sub-committee within the academy trust who have responsibility for the development and maintenance of the internal control framework.

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the finance committee and ensures continuous improvement of the system is in place.

Approved by order of the members of the board of trustees on 17 December 2019 and signed on its behalf by:

  
.....  
Paul Good  
Chair of trustees

  
.....  
Matt Whitehead  
Accounting officer

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

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

***FOR THE YEAR ENDED 31 AUGUST 2019***

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As accounting officer of St James and Emmanuel Academy Trust Ltd 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 2018.

I confirm that I and the academy trust's board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2018.

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.



**Matt Whitehead**  
**Accounting officer**

Date: 17 December 2019

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 AUGUST 2019**

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The trustees (who are also the directors of St James and Emmanuel Academy Trust Ltd for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Academies Accounts Direction 2018 to 2019 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 accounts for each financial year. Under company law, the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the board of trustees on 17 December 2019 and signed on its behalf by:



Paul Good  
Chair of trustees

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST JAMES AND EMMANUEL ACADEMY TRUST LTD**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **Opinion**

We have audited the accounts of St James and Emmanuel Academy Trust Ltd for the year ended 31 August 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019.

### **Basis for opinion**

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

### **Conclusions relating to going concern**

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

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

### **Other information**

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

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

We have nothing to report in this regard.

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST JAMES AND EMMANUEL ACADEMY TRUST LTD (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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

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

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

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

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report, including the incorporated strategic report.

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

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

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

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

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

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

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

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST JAMES AND EMMANUEL ACADEMY TRUST LTD (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### Use of our report

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

*Haines Watts*

**John Whittick BSc FCA (Senior Statutory Auditor)**  
**for and on behalf of Haines Watts**

**Chartered Accountants**

**Statutory Auditor**

Bridge House

Ashley Road

Hale

Altrincham

WA14 2UT

Date: *17/12/19*

# **ST. JAMES AND EMMANUEL ACADEMY TRUST LTD**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST JAMES AND EMMANUEL ACADEMY TRUST LTD AND THE EDUCATION & SKILLS FUNDING AGENCY**

**FOR THE YEAR ENDED 31 AUGUST 2019**

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In accordance with the terms of our engagement letter dated 18 February 2015 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by St James and Emmanuel Academy Trust Ltd during the period 1 September 2018 to 31 August 2019 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 St James and Emmanuel Academy Trust Ltd and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the St James and Emmanuel Academy Trust Ltd 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 St James and Emmanuel Academy Trust Ltd and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of St James and Emmanuel Academy Trust Ltd's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of St James and Emmanuel Academy Trust Ltd's funding agreement with the Secretary of State for Education dated 25 August 2015 and the Academies Financial Handbook, extant from 1 September 2018, 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 2018 to 2019. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2018 to 31 August 2019 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 2018 to 2019 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.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST JAMES AND EMMANUEL ACADEMY TRUST LTD AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2019**

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The work undertaken to draw to our conclusion includes:

- We have confirmed that the activities conform to the academy trust's framework of authorities. As identified by review of minutes, management accounts, discussion with the accounting officer and other key management personnel.
- We have carried out an analytical review as part of the consideration of whether general activities of the academy trust are within the academy trust's framework of authorities.
- We have considered the evidence supporting the accounting officer's statement on regularity, propriety and compliance and have evaluated the general control environment of the academy trust and extended the procedures required for financial statements to include regularity.
- We have assessed and tested a sample of the specific control activities over regularity of a particular activity. In performing sample testing of expenditure, we have considered whether the activity is permissible within the academy trust's framework of authorities. We confirm that each item tested has been appropriately authorised in accordance with the academy trust's delegated authorities and that the internal delegations have been approved by the governing body, and conform to the limits set by the Department for Education.
- Formal representations have been obtained from the governing body and the accounting officer acknowledging their responsibilities including disclosing all non-compliance with laws and regulations specific to the authorising framework, access to accounting records, provision of information and explanations, and other matters where direct evidence is not available.
- In performing sample testing of expenditure, we have reviewed against specific terms of grant funding within the funding agreement. We have reviewed the list of suppliers and have considered whether supplies are from related parties and have reviewed minutes for evidence of declaration of interest, and whether or not there was involvement in the decision to order from this supplier.
- We have performed sample testing of other income and tested whether activities are permitted within the academy trust's charitable objects.

### Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2018 to 31 August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

.....*Haines Watts*.....

**Haines Watts**  
**Reporting Accountant**

Dated: .....*17/12/19*.....

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

FOR THE YEAR ENDED 31 AUGUST 2019

	Notes	Unrestricted Funds £000	Restricted funds: General £000	Fixed asset £000	Total 2019 £000	Total 2018 £000
<b>Income and endowments from:</b>						
Donations and capital grants	3	49	3	50	102	116
Charitable activities:						
- Funding for educational operations	4	-	3,903	-	3,903	3,674
Other trading activities	5	276	-	-	276	230
<b>Total</b>		<b>325</b>	<b>3,906</b>	<b>50</b>	<b>4,281</b>	<b>4,020</b>
<b>Expenditure on:</b>						
Raising funds	6	5	5	-	10	10
Charitable activities:						
- Educational operations	8	255	4,089	425	4,769	4,587
<b>Total</b>	<b>6</b>	<b>260</b>	<b>4,094</b>	<b>425</b>	<b>4,779</b>	<b>4,597</b>
<b>Net income/(expenditure)</b>		<b>65</b>	<b>(188)</b>	<b>(375)</b>	<b>(498)</b>	<b>(577)</b>
Transfers between funds	17	-	(24)	24	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial (losses)/gains on defined benefit pension schemes	19	-	(548)	-	(548)	339
<b>Net movement in funds</b>		<b>65</b>	<b>(760)</b>	<b>(351)</b>	<b>(1,046)</b>	<b>(238)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		284	(987)	15,312	14,609	14,847
Total funds carried forward		349	(1,747)	14,961	13,563	14,609

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Comparative year information Year ended 31 August 2018	Notes	Unrestricted	Restricted funds:		Total
		Funds £000	General £000	Fixed asset £000	2018 £000
<b>Income and endowments from:</b>					
Donations and capital grants	3	36	10	70	116
Charitable activities:					
- Funding for educational operations	4	-	3,674	-	3,674
Other trading activities	5	230	-	-	230
<b>Total</b>		<u>266</u>	<u>3,684</u>	<u>70</u>	<u>4,020</u>
<b>Expenditure on:</b>					
Raising funds	6	6	4	-	10
Charitable activities:					
- Educational operations	8	241	3,792	554	4,587
<b>Total</b>	6	<u>247</u>	<u>3,796</u>	<u>554</u>	<u>4,597</u>
<b>Net income/(expenditure)</b>		19	(112)	(484)	(577)
Transfers between funds	17	-	(54)	54	-
<b>Other recognised gains/(losses)</b>					
Actuarial gains on defined benefit pension schemes	19	-	339	-	339
<b>Net movement in funds</b>		19	173	(430)	(238)
<b>Reconciliation of funds</b>					
Total funds brought forward		265	(1,160)	15,742	14,847
Total funds carried forward		<u>284</u>	<u>(987)</u>	<u>15,312</u>	<u>14,609</u>

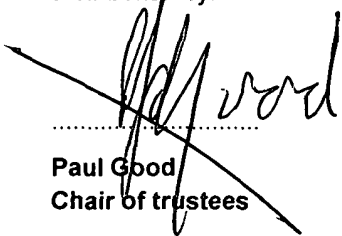
# ST JAMES AND EMMANUEL ACADEMY TRUST LTD

## BALANCE SHEET

AS AT 31 AUGUST 2019

		2019	2018
	Notes	£000	£000
<b>Fixed assets</b>			
Tangible assets	12	14,943	15,312
<b>Current assets</b>			
Stocks	13	4	4
Debtors	14	104	137
Cash at bank and in hand		860	607
		968	748
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	15	(301)	(188)
<b>Net current assets</b>		667	560
<b>Net assets excluding pension liability</b>		15,610	15,872
Defined benefit pension scheme liability	19	(2,047)	(1,263)
<b>Total net assets</b>		13,563	14,609
<b>Funds of the academy trust:</b>			
<b>Restricted funds</b>	17		
- Fixed asset funds		14,961	15,312
- Restricted income funds		300	276
- Pension reserve		(2,047)	(1,263)
<b>Total restricted funds</b>		13,214	14,325
<b>Unrestricted income funds</b>	17	349	284
<b>Total funds</b>		13,563	14,609

The accounts were approved by the trustees and authorised for issue on 17 December 2019 and are signed on their behalf by:

  
 .....  
 Paul Good  
 Chair of trustees

Company Number 8652284

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2019

	Notes	2019 £000	2018 £000
<b>Cash flows from operating activities</b>			
Net cash provided by/(used in) operating activities	20	258	(5)
<b>Cash flows from investing activities</b>			
Capital grants from DfE Group		50	70
Purchase of tangible fixed assets		(55)	(107)
<b>Net cash used in investing activities</b>		(5)	(37)
<b>Net increase/(decrease) in cash and cash equivalents in the reporting period</b>		253	(42)
Cash and cash equivalents at beginning of the year		607	649
<b>Cash and cash equivalents at end of the year</b>		860	607

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 1 Accounting policies

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

##### 1.1 Basis of preparation

The accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

St James and Emmanuel Academy Trust Ltd meets the definition of a public benefit entity under FRS 102.

##### 1.2 Going concern

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

##### 1.3 Income

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

###### Grants

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

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

###### Sponsorship income

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the statement of financial activities in the period in which it is receivable (where there are no performance-related conditions), where the receipt is probable and it can be measured reliably.

###### 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.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 1 Accounting policies

##### Other income

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

##### Donated goods, facilities and services

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

##### Donated fixed assets

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

#### 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All resources expended are inclusive of irrecoverable VAT.

##### Expenditure on raising funds

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

##### Charitable activities

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

#### 1.5 Tangible fixed assets and depreciation

Assets costing £1,000 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 conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the statement of financial activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the academy trust's depreciation policy. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 1 Accounting policies

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

Land and buildings	50 years straight line
Computer equipment	3 years straight line
Fixtures, fittings & equipment	5 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.

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

#### 1.6 Liabilities

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

#### 1.7 Leased assets

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

#### 1.8 Financial instruments

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

##### Financial assets

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

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

##### Financial liabilities

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

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

#### 1.9 Stock

Stock is valued at the lower of cost and net realisable value. Net realisable value is based on estimated selling price less further costs to completion and disposal. Provision is made for obsolete and slow moving stock.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 1 Accounting policies

##### 1.10 Taxation

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

##### 1.11 Pensions benefits

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

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

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

##### 1.12 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the Education and Skills Funding Agency/Department for Education or other funders where the asset acquired or created is held for a specific purpose.

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

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

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#### 2 Critical accounting estimates and areas of judgement

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

##### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 19, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2013 has been used by the actuary in valuing the pensions liability at 31 August 2019. 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.

#### 3 Donations and capital grants

	Unrestricted funds £000	Restricted funds £000	Total 2019 £000	Total 2018 £000
Private sponsorship	-	3	3	10
Capital grants	-	50	50	70
Other donations	49	-	49	36
	<u>49</u>	<u>53</u>	<u>102</u>	<u>116</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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

	Unrestricted funds £000	Restricted funds £000	Total 2019 £000	Total 2018 £000
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	3,165	3,165	2,915
Other DfE group grants	-	423	423	441
	<u>-</u>	<u>3,588</u>	<u>3,588</u>	<u>3,356</u>
<b>Other government grants</b>				
Local authority grants	-	315	315	318
	<u>-</u>	<u>315</u>	<u>315</u>	<u>318</u>
<b>Total funding</b>	<u>-</u>	<u>3,903</u>	<u>3,903</u>	<u>3,674</u>

Local authority grants comprise High Needs funding of £83,000 (2018; £89,000), Early Years Block £215,000 (2018; £213,000), music tuition of £5,000 (2018; £5,000), UIFSM of £11,000 (2018; £Nil) and other grants of £1,000 (2018; £11,000).

There were no unfulfilled conditions or contingencies in respect of government grant funding.

### 5 Other trading activities

	Unrestricted funds £000	Restricted funds £000	Total 2019 £000	Total 2018 £000
Hire of facilities (can modify)	144	-	144	114
Catering income	91	-	91	78
Parental contributions (can modify)	41	-	41	38
	<u>276</u>	<u>-</u>	<u>276</u>	<u>230</u>

### 6 Expenditure

	Staff costs £000	Non Pay Expenditure		Total 2019 £000	Total 2018 £000
		Premises £000	Other £000		
Expenditure on raising funds					
- Direct costs	-	-	10	10	10
Academy's educational operations					
- Direct costs	2,501	209	310	3,020	3,113
- Allocated support costs	832	459	458	1,749	1,474
	<u>3,333</u>	<u>668</u>	<u>778</u>	<u>4,779</u>	<u>4,597</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 6 Expenditure

Net income/(expenditure) for the year includes:	2019 £000	2018 £000
Fees payable to auditor for:		
- Audit	18	18
- Other services	13	10
Operating lease rentals	3	3
Depreciation of tangible fixed assets	425	538
Net interest on defined benefit pension liability	37	37

### 7 Central services

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

### 8 Charitable activities

	Unrestricted funds £000	Restricted funds £000	Total 2019 £000	Total 2018 £000
<b>Direct costs</b>				
Educational operations	16	3,004	3,020	3,113
<b>Support costs</b>				
Educational operations	239	1,510	1,749	1,474
	<u>255</u>	<u>4,514</u>	<u>4,769</u>	<u>4,587</u>
<b>Analysis of costs</b>			<b>2019 £000</b>	<b>2018 £000</b>
<b>Direct costs</b>				
Teaching and educational support staff costs			2,502	2,321
Staff development			26	32
Depreciation			382	485
Technology costs			21	20
Educational supplies and services			231	229
Other direct costs			31	26
			<u>3,020</u>	<u>3,113</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 8 Charitable activities

#### Support costs

	2019	2018
	£000	£000
Support staff costs	832	693
Depreciation	43	53
Maintenance of premises and equipment	93	151
Cleaning	17	15
Energy costs	58	51
Rent, rates and other occupancy costs	39	38
Insurance	36	33
Security and transport	9	13
Catering	239	225
Interest on defined benefit pension scheme	37	37
Other support costs	39	40
Governance costs	134	125
	<u>1,749</u>	<u>1,474</u>

### 9 Staff

#### Staff costs

Staff costs during the year were:

	2019	2018
	£000	£000
Wages and salaries	2,504	2,237
Social security costs	211	186
Pension costs	602	559
Amounts paid to employees	3,317	2,982
Agency staff costs	16	27
Amounts paid to staff	3,333	3,009
Staff development and other staff costs	27	37
Total staff expenditure	<u>3,360</u>	<u>3,046</u>

#### Staff numbers

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

	2019	2018
	Number	Number
Teachers	35	33
Administration and support	91	92
Management	5	5
	<u>131</u>	<u>130</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 9 Staff

#### Higher paid staff

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

	2019 Number	2018 Number
£60,001 - £70,000	2	1
£90,001 - £100,000	1	1

#### Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £388,000 (2018: £374,000).

### 10 Trustees' remuneration and expenses

None of the trustees has been paid remuneration or has received other benefits from an employment with the academy trust. The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment, and not in respect of their services as trustees. Other trustees did not receive any payments, other than expenses, from the academy trust in respect of their role as trustees. 1 (2018 - 0) trustee was reimbursed expenses of £194 for meeting costs during the year.

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

M Whitehead (Executive Headteacher) £95,001 - £100,000 (2018: £90,001 - £95,000)

The value of trustees pension contribution was as follows:

M Whitehead (Executive Headteacher) £15,001 - £20,000 (2018: £15,001 - £20,000)

### 11 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 trust 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.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 12 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Total
	£000	£000	£000	£000
<b>Cost</b>				
At 1 September 2018	15,734	541	655	16,930
Additions	21	19	15	55
At 31 August 2019	15,755	560	670	16,985
<b>Depreciation</b>				
At 1 September 2018	744	471	403	1,618
Charge for the year	270	37	117	424
At 31 August 2019	1,014	508	520	2,042
<b>Net book value</b>				
At 31 August 2019	14,741	52	150	14,943
At 31 August 2018	14,990	70	252	15,312

The buildings occupied by West Didsbury CE Primary School are situated at Central Road, West Didsbury. The land was transferred from Manchester City Council at an initial valuation of £185,000, being the site of the former Ewing School. This accounting estimate was revised to £502,000 during the year ended 31 August 2016 upon receipt of additional information from the ESFA. The land and buildings are long leasehold. Their net book value was £3,905,000 at the balance sheet date.

Buildings to the value of £3,559,000 (included in fixed asset cost at depreciated replacement cost estimated by the trustees as at 1 July 2016) and land value in fixed asset cost at £700,000 relate to the school at St Wilfrid's CE Primary School. Land and buildings are legally owned by the Manchester Diocesan Board of Education Registered Charity No 618201. These are included under FRS 102 as the academy has taken on the risks and rewards of these assets but legal ownership has not been transferred.

The land and buildings occupied by St Wilfrid's CE Primary School at Patterdale Road, Northenden are long leasehold. The net book value was £4,259,000 at the balance sheet date.

Buildings to the value of £5,472,160 (included in fixed asset cost at depreciated replacement cost estimated by the trustees as at 1 September 2015) and land value in fixed asset cost at £1,002,000 relate to the school at Didsbury CE Primary School. Land and buildings are legally owned by the Manchester Diocesan Board of Education Registered Charity No 618201. These are included under FRS 102 as the academy has taken on the risks and rewards of these assets but legal ownership has not been transferred.

Leasehold land and buildings with a net book value of £6,576,000 at Elm Grove, Didsbury are owned by Didsbury CE Primary School. Additions in the year of £21,000 relate to playground improvements.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

<b>13</b>	<b>Stocks</b>	<b>2019</b>	<b>2018</b>
		<b>£000</b>	<b>£000</b>
	Consumables and stationery	4	4
		<u>4</u>	<u>4</u>
<b>14</b>	<b>Debtors</b>	<b>2019</b>	<b>2018</b>
		<b>£000</b>	<b>£000</b>
	Trade debtors	1	-
	VAT recoverable	27	44
	Prepayments and accrued income	76	93
		<u>104</u>	<u>137</u>
<b>15</b>	<b>Creditors: amounts falling due within one year</b>	<b>2019</b>	<b>2018</b>
		<b>£000</b>	<b>£000</b>
	Trade creditors	-	26
	Accruals and deferred income	301	162
		<u>301</u>	<u>188</u>
<b>16</b>	<b>Deferred income</b>	<b>2019</b>	<b>2018</b>
		<b>£000</b>	<b>£000</b>
	Deferred income is included within:		
	Creditors due within one year	206	77
		<u>206</u>	<u>77</u>
	Deferred income at 1 September 2018	77	78
	Released from previous years	(77)	(78)
	Resources deferred in the year	206	77
		<u>206</u>	<u>77</u>
	<b>Deferred income at 31 August 2019</b>	<b>206</b>	<b>77</b>

£82,000 of deferred income relates to Universal Infant Free School Meals in respect of 2019/20, £14,000 relates to a PTA donation received in advance. £110,000 is a pre-opening fund grant received in advance.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 17 Funds

	Balance at 1 September 2018 £000	Income £000	Expenditure £000	Gains, losses and transfers £000	Balance at 31 August 2019 £000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	276	3,165	(3,117)	(24)	300
Other DfE / ESFA grants	-	423	(423)	-	-
Other government grants	-	315	(315)	-	-
Other restricted funds	-	3	(3)	-	-
Pension reserve	(1,263)	-	(236)	(548)	(2,047)
	<u>(987)</u>	<u>3,906</u>	<u>(4,094)</u>	<u>(572)</u>	<u>(1,747)</u>
<b>Restricted fixed asset funds</b>					
Inherited on conversion	11,529	-	(261)	34	11,302
DfE group capital grants	3,709	50	(110)	(89)	3,560
Capital expenditure from GAG	74	-	(54)	79	99
	<u>15,312</u>	<u>50</u>	<u>(425)</u>	<u>24</u>	<u>14,961</u>
<b>Total restricted funds</b>	<u>14,325</u>	<u>3,956</u>	<u>(4,519)</u>	<u>(548)</u>	<u>13,214</u>
<b>Unrestricted funds</b>					
General funds	<u>284</u>	<u>325</u>	<u>(260)</u>	<u>-</u>	<u>349</u>
<b>Total funds</b>	<u>14,609</u>	<u>4,281</u>	<u>(4,779)</u>	<u>(548)</u>	<u>13,563</u>

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

Restricted general funds are those resources that have been designated restricted by the grant provider in meeting the objects of the academy and are restricted to both the day to day running of the academy and capital expenditure.

Restricted fixed asset funds are those funds relating to the long term assets of the academy used in delivering the objects of the academy.

Unrestricted funds are those which the board of trustees may use in the pursuance of the academy's objectives and are expendable at the discretion of the trustees.

£24,000 was transferred to restricted fixed asset funds from restricted general funds in respect of capital purchases made from other restricted funds.

Included in restricted fixed assets funds is £18,000 of unspent DfE funding.

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 31 August 2018.

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 17 Funds

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

	Balance at 1 September 2017 £000	Income £000	Expenditure £000	Gains, losses and transfers £000	Balance at 31 August 2018 £000
<b>Restricted general funds</b>					
General Annual Grant (GAG)	149	2,915	(2,734)	(54)	276
Other DfE / ESFA grants	66	441	(507)	-	-
Other government grants	-	318	(318)	-	-
Other restricted funds	-	10	(10)	-	-
Pension reserve	(1,375)	-	(227)	339	(1,263)
	<u>(1,160)</u>	<u>3,684</u>	<u>(3,796)</u>	<u>285</u>	<u>(987)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	11,845	-	(316)	-	11,529
DfE group capital grants	3,834	70	(221)	26	3,709
Capital expenditure from GAG	63	-	(17)	28	74
	<u>15,742</u>	<u>70</u>	<u>(554)</u>	<u>54</u>	<u>15,312</u>
<b>Total restricted funds</b>	<u>14,582</u>	<u>3,754</u>	<u>(4,350)</u>	<u>339</u>	<u>14,325</u>
<b>Unrestricted funds</b>					
General funds	<u>265</u>	<u>266</u>	<u>(247)</u>	<u>-</u>	<u>284</u>
<b>Total funds</b>	<u>14,847</u>	<u>4,020</u>	<u>(4,597)</u>	<u>339</u>	<u>14,609</u>

#### Total funds analysis by academy

	2019 £000	2018 £000
Fund balances at 31 August 2019 were allocated as follows:		
Didsbury CE Primary School	157	182
West Didsbury CE Primary School	310	208
St Wilfrid's CE Primary School	182	170
Total before fixed assets fund and pension reserve	<u>649</u>	<u>560</u>
Restricted fixed asset fund	14,961	15,312
Pension reserve	(2,047)	(1,263)
Total funds	<u>13,563</u>	<u>14,609</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 17 Funds

#### Total cost analysis by academy

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

	Teaching and educational support staff £000	Other support staff costs £000	Educational supplies £000	Other costs excluding depreciation £000	Total 2019 £000	Total 2018 £000
Didsbury CE Primary School	711	189	104	183	1,187	1,483
West Didsbury CE Primary School	778	211	218	106	1,313	1,241
St Wilfrid's CE Primary School	1,012	233	195	179	1,619	1,873
	<u>2,501</u>	<u>633</u>	<u>517</u>	<u>468</u>	<u>4,119</u>	<u>4,597</u>

### 18 Analysis of net assets between funds

	Unrestricted Funds £000	Restricted funds: General £000	Fixed asset £000	Total Funds £000
<b>Fund balances at 31 August 2019 are represented by:</b>				
Tangible fixed assets	-	-	14,943	14,943
Current assets	650	300	18	968
Creditors falling due within one year	(301)	-	-	(301)
Defined benefit pension liability	-	(2,047)	-	(2,047)
<b>Total net assets</b>	<u>349</u>	<u>(1,747)</u>	<u>14,961</u>	<u>13,563</u>

	Unrestricted Funds £000	Restricted funds: General £000	Fixed asset £000	Total Funds £000
<b>Fund balances at 31 August 2018 are represented by:</b>				
Tangible fixed assets	-	-	15,312	15,312
Current assets	284	464	-	748
Creditors falling due within one year	-	(188)	-	(188)
Defined benefit pension liability	-	(1,263)	-	(1,263)
<b>Total net assets</b>	<u>284</u>	<u>(987)</u>	<u>15,312</u>	<u>14,609</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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### 19 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 Tameside Metropolitan Borough Council. Both are multi-employer defined benefit schemes.

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

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

#### Teachers' Pension Scheme

##### Introduction

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

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

##### Valuation of the Teachers' Pension Scheme

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

The key elements of the valuation and subsequent consultation are:

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

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

The employer's pension costs paid to the TPS in the period amounted to £206,000.

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

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 19 Pension and similar obligations

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

##### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 19.1% for employers and 5.5 - 12.5% for employees.

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

Total contributions made	2019 £000	2018 £000
Employer's contributions	184	172
Employees' contributions	57	53
Total contributions	<u>241</u>	<u>225</u>
<b>Principal actuarial assumptions</b>	<b>2019 %</b>	<b>2018 %</b>
Rate of increase in salaries	3.1	3.1-3.2
Rate of increase for pensions in payment/inflation	2.3	2.3-2.4
Discount rate for scheme liabilities	<u>1.8-1.9</u>	<u>2.8</u>

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

	2019 Years	2018 Years
Retiring today		
- Males	20.6	21.5
- Females	23.1	24.1
Retiring in 20 years		
- Males	22	23.7
- Females	<u>24.8</u>	<u>26.2</u>

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2019

#### 19 Pension and similar obligations

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

##### Sensitivity analysis - Didsbury CE Primary

Change in assumptions at 31 August 2019	Approximate % increase to employer liability	Approximate monetary amount £000
0.5% decrease in real discount rate	11%	183
0.5% increase in the salary increase rate	1%	24
0.5% increase in the pension increase rate	9%	156

##### Sensitivity analysis - West Didsbury CE Primary

Change in assumptions at 31 August 2019	Approximate % increase to employer liability	Approximate monetary amount £000
0.5% decrease in real discount rate	15%	64
0.5% increase in the salary increase rate	1%	3
0.5% increase in the pension increase rate	14%	60

##### Sensitivity analysis - St Wilfrid's CE Primary

Change in assumptions at 31 August 2019	Approximate % increase to employer liability	Approximate monetary amount £000
0.5% decrease in real discount rate	13%	264
0.5% increase in the salary increase rate	3%	58
0.5% increase in the pension increase rate	10%	199

#### The academy trust's share of the assets in the scheme

	2019 Fair value £000	2018 Fair value £000
Equities	1,433	1,231
Bonds	316	290
Cash	190	163
Property	169	127
Total market value of assets	2,108	1,811

The actual return on scheme assets was £92,000 (2018: £115,000).

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 19 Pension and similar obligations

Amount recognised in the Statement of Financial Activities	2019 £000	2018 £000
Current service cost	341	362
Past service cost	42	-
Interest income	(54)	(40)
Interest cost	91	77
Total operating charge	420	399
Changes in the present value of defined benefit obligations	2019 £000	2018 £000
At 1 September 2018	3,074	2,878
Current service cost	341	362
Interest cost	91	77
Employee contributions	57	53
Actuarial loss/(gain)	586	(264)
Benefits paid	(36)	(32)
Past service cost	42	-
At 31 August 2019	4,155	3,074
Changes in the fair value of the academy trust's share of scheme assets	2019 £000	2018 £000
At 1 September 2018	1,811	1,503
Interest income	54	40
Actuarial gain	38	75
Employer contributions	184	172
Employee contributions	57	53
Benefits paid	(36)	(32)
At 31 August 2019	2,108	1,811

# ST. JAMES AND EMMANUEL ACADEMY TRUST LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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

	2019 £000	2018 £000
Net expenditure for the reporting period (as per the statement of financial activities)	(498)	(577)
Adjusted for:		
Capital grants from DfE and other capital income	(50)	(70)
Defined benefit pension costs less contributions payable	199	190
Defined benefit pension scheme finance cost	37	37
Depreciation of tangible fixed assets	425	538
Decrease in stocks	-	2
Decrease in debtors	32	18
Increase/(decrease) in creditors	113	(143)
<b>Net cash provided by/(used in) operating activities</b>	<b>258</b>	<b>(5)</b>

### 21 Commitments under operating leases

At 31 August 2019 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2019 £000	2018 £000
Amounts due within one year	4	3
Amounts due in two and five years	12	2
	<u>16</u>	<u>5</u>

### 22 Post balance sheet events

After the year end, St Elizabeth's Primary School converted to academy trust status and joined The St James and Emmanuel Academy Trust on 1 November 2019. No amendments to the figures in the financial statements are required.

### 23 Related party transactions

No related party transactions took place in the period of account other than certain trustees' remuneration and expenses already disclosed in note 10.

### 24 Members' liability

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