



# Central Funding & Appeals Policy

For the Following Academies:

Holy Trinity C of E Primary School  
Connaught Junior School  
Crawley Ridge Infant School  
Crawley Ridge Junior School  
Windlesham Village Infant School

This Central Funding and Appeals Policy was approved and adopted by the Trust Board: Aut 2023  
It will be reviewed: Aut 2024

## Rationale

The Academies Financial Handbook (EFSA) makes clear that a Multi-Academy Trust has the freedom to amalgamate a **proportion** of general annual grant (GAG) funding from all its academies to form one central fund to be used to meet the normal running costs at any of its constituent academies within the trust. Whilst this is often referred to as '*top-slicing*' TAMAT call this our *Central Management Charge*.

For the academic/financial year 2019/2020 TAMAT will retain 6% of a constituent academies GAG funding excluding:

- Pupil Premium Funding
- Any academy specific sports grants
- Universal Free School Meals Funding
- Other non-GAG Government Funding
- Top-Up Funding for special educational needs (SEN) or Additional Educational Needs funding (AEN) in mainstream academies

TAMAT will give consideration to the funding needs and allocations of each constituent academy. There is an appeals mechanism which is described within this policy document for academies who may feel that they are being treated unfairly by the TAMAT *Central Management Charge*.

A statement will be issued to constituent academies no later than 31 August for the next academy year detailing the funds to be retained by TAMAT. The constituent academies will have a period of 10 working days to appeal.

The *Central Management Charge* will be used to fund, (but is not limited to) the following expenditure on behalf of the academies within TAMAT:

- External Audit Fees
- Internal Audit Fees
- Accountancy Fees (relating to consolidation of accounts monthly and annual)
- ESFA Returns
- Bank charges
- Annual actuary re-valuation fees

- School Improvement Support (from the Trust)
- TAMAT central Business team salaries including: CEO, CFO, CO and central admin
- HCSS Budgeting and accounting software
- Agreed CPD for staff
- Free School Meals Eligibility Service
- Governor clerking service
- Payroll administration and pension returns
- HR and Legal consultancy services
- MIS including assessment

Separate accounts relating to the running of TAMAT will be maintained and made available to all TAMAT academies.

Academies joining TAMAT will be expected to fund the following from their conversion grant or from any Revenue or Capital reserves held to allow them to be fully integrated into TAMAT Financial Management systems:

- HCSS Financial Management System
- Any legal costs relating to conversion

Academies joining TAMAT will also be expected to use TAMAT preferred suppliers for ICT services, Banking Services and Insurance Services and comply with compliance and premises regulations.

TAMAT reserves the right to amend this policy on an annual basis at the beginning of each financial year. Where appropriate the *Central Management Charge* may be adjusted to reflect the costs relating to that financial year, the increasing services provided directly by TAMAT or cost savings generated through streamlining of back office functions. The *Central Management Charge* will be kept under review by the Executive Leadership Team, as TAMAT's work develops, and recommendations from that body will be considered by the Business Committee.

### **Gag Pooling**

GAG pooling can help to alleviate financial pressures within individual academies during periods of fluctuating income and expenditure. All monies will be held in a central bank account, however, in the immediate future, monies will be designated to each academy.

TAMAT reserves the right to review the relative benefits of introducing a more extensive pooling policy on an annual basis at the beginning of each financial year. The Executive Leadership Team will be fully consulted before a proposal is put to the Trust Board. If implemented, where appropriate pooling may be adjusted to reflect the costs incurred in the previous financial year.

### **Appeals**

The Academies Financial handbook states:

3.7.3 The MAT must consider the funding needs and allocations of each constituent academy, and must have an appeals mechanism. If a constituent academy's principal feels that the academy has been unfairly treated, they should appeal to the trust. If the principal's grievance is not resolved, they can appeal to the Secretary of State, via ESFA, whose decision will be final and who can dis-apply the provisions for pooling.

TAMAT appeals process is:

- The constituent academies have 10 working days from the issuing of a TAMAT settlement statement from TAMAT to appeal
- Appeals should be made in writing directly to the CEO
- The CEO will consider the appeal and notify the academy of their decision within 10 working days of receipt of the written appeal
- If this outcome is still not satisfactory then the academy can appeal directly in writing to the Trust Board
- If the outcome of the Trust Board response is still not satisfactory, the Head of the Academy can put their appeal in writing to the ESFA