

Company Registration No. 07693338 (England and Wales)

**BROOKE HILL ACADEMY TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

WEDNESDAY



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# **BROOKE HILL ACADEMY TRUST LIMITED**

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# BROOKE HILL ACADEMY TRUST LIMITED

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Members

Mr S A Foulkes  
Mr K Ambrose  
Captain K Manson (left 31/08/2022)  
Mrs F Parish

### Trustees

Mr S A Foulkes (Chair of Trustees)  
Mrs S R Milner  
Mrs S J Bunker  
Mr T Smith  
Mr R Haynes  
Mr P Hawker  
Mrs B Chesterfield (Resigned 1 September 2021)  
Mr R J Gray  
Mrs G D Scott (Appointed 26 September 2022)

### Senior management team

- Executive Head Teacher	Mrs S Milner
- Head Teacher - Brooke Hill	Mrs R Moss
- Head of School - Edith Weston and South Witham	Mr A Canadine (left April 2022)
- Head of School - South Witham	Mr A Atter (from September 2022)
- Head of School - Edith Weston	Mrs P Rawlings
- Deputy Head of School - Brooke Hill	Mrs A O'Shaughnessy
- Deputy Head of School - South Witham	Miss A Jackson
- SEND Representative	Mrs L Hall
- Early Years Lead	Mrs V Gipson
- Senior Lead Teacher	Miss K Hosmer
- KS1 Leader	Mrs S Brown
- School Business Manager	Mr D Smith (left November 2022)
- Finance and Business Manager	Mrs K Gray (from November 2022)
- Accounting Officer	Mrs S Milner

### Company registration number

07693338 (England and Wales)

### Principal and registered office

Brooke Hill Academy  
Brooke Road  
Oakham  
Leicestershire  
LE15 6HQ  
United Kingdom

### Academies operated

Brooke Hill Academy  
Edith Weston Academy  
South Witham Academy

### Location

Oakham  
Edith Weston  
South Witham

### Principal

Mrs R Moss  
Mrs P Rawlings  
Mr A Atter

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

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### **Independent auditor**

Azets Audit Services  
Ruthlyn House  
90 Lincoln Road  
Peterborough  
PE1 2SP  
United Kingdom

### **Bankers**

Lloyds Bank Plc  
43 High Street  
Oakham  
Leicestershire  
LE15 6AJ  
United Kingdom

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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The trustees present their annual report together with the accounts and independent auditor's report of the charitable company for the period 1 September 2021 to 31 August 2022. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The trust operates a group of three academies for pupils aged 2 to 11 serving a catchment area in and around Oakham, Edith Weston, Rutland, and South Witham in Lincolnshire. Our overall PAN in the MAT is 658 and we currently have 514 pupils on roll across the MAT. In November 2017 Edith Weston was recognised as a 'Good' school by Ofsted. Brooke Hill was deemed 'Good' for the second time by Ofsted in November 2018. South Witham Academy was inspected in October 2019 and the school was graded Requires Improvement. The significant progress made since the school joined the trust was highlighted and capacity to improve was noted as good. A post Ofsted action plan is in place and regularly updated. The pandemic posed challenges for all schools but the provision put in place for all pupils was comprehensive and effective. A recovery curriculum is now in place and ambitious targets have been set for the statutory outcomes at the end of each key stage.

An Executive Headteacher works across the schools and she is supported by a Headteacher at Brooke Hill Academy and a Head of School in each of the two smaller schools. A Finance and Business Manager, and Facilities and Compliance Manager provide business, finance, and premises support across the MAT. There is a clear impact on the quality of teaching and learning across all of our schools since the MAT was formed, and we offer a rich and vibrant curriculum and pride ourselves on our extensive in-school opportunities and our extracurricular provision. We have high academic standards and strong ties within our local community. Our response to Covid was swift, thorough and regularly updated. Most children with SEND attended school and our remote provision was comprehensive and involved online registration and lessons as well as options for independent project work. Our current curriculum recognises the gaps some children have and our catch up funding is being used to support disadvantaged pupils.

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

##### Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust.

The trustees of Brooke Hill Academy Trust Limited are also the directors of the charitable company for the purposes of company law. Details of the trustees who served during the year, and to the date these accounts are approved, are included in the Reference and Administrative Details on page 1.

##### Members' liability

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

##### Trustees' indemnities

In accordance with normal commercial practice the Academy has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £10,000,000 on any one claim and the cost for the year ended 31 August 2022 is covered by the RPA insurance scheme. The cost of this insurance is included in the total insurance cost.

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

A Governor's term of office is four years. At the end of the four years, the Governor is able to be re-elected. Should a vacancy arise due to resignation or the conclusion of a particular Governor's four-year term, the vacancy is advertised widely within the school and local community. If more than one candidate nomination is received, an election is held. The candidates are given the opportunity to summarise their appropriate skills, experiences and reasons for volunteering and the information is widely broadcast to those entitled to vote (parents, carers, staff etc., depending upon type of governor/trustee). The candidate receiving the most votes is duly elected to the Governing Body or board of Trustees. We are fortunate to have a wide range of skills and expertise among our governors and trustees and actively seek to recruit governors and trustees with specific skills when needed. An annual skills audit informs our recruitment process.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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

The training and induction provided for new Trustees will depend on their existing experience. Where necessary, induction will provide training on charity and educational legal and financial matters. All new Trustees and Governors are given a tour of the Academy and the chance to meet with staff and students. They are encouraged to visit all three schools.

Copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role are made available to the Governors via a secure area on the MAT website. Wherever possible, induction is done informally and is tailored specifically to the individual, with a coaching and mentoring approach. Training for all new governors is provided by local providers and the SLT where appropriate. The Academy receives and distributes details of all training courses available. All governors will be subject to a DBS check and informed about safeguarding procedures.

#### Organisational structure

The Multi-Academy Trust (MAT) is governed through a clear Scheme of Delegation. Strategy and overall governance is directed by the MAT Board of Trustees. Specific matters are then delegated through a series of sub-committees of the Trustees. Each sub-committee consists of at least five people, being a mixture of Trustees and Academy staff. The sub-committee is always chaired by a Trustee. The sub-committees in turn delegate to either the MAT leadership or to a local governing body that sits within each academy member of the Trust, each time with a clear limit of authority. The local governing body (LGB) is responsible for ensuring that MAT strategies are implemented within their individual establishment and that MAT quality and standards are maintained. If a decision is required, which exceeds the limit of authority or if a committee is not quorate, the matter is referred back up to the delegating body to be heard at the committee or Board of Trustees meeting as appropriate. If time is of the essence extraordinary meetings will be called.

The Trustees meet at least six times a year to discuss Resources and Education Provision. These meetings are usually monthly and reports from all the sub-committees, the Executive Head Teacher and the Chair of Trustees are shared and discussed and any necessary decisions are made.

During 2021/22 sub-committees were extant for the following:

Admissions (did not meet but is a standing item on all Resources agendas)

Resources\* (including finance, HR and premises)

Audit and Risk\*

Education Provision\* (to monitor pupil progress, targets and curriculum development)

Performance Management of Executive Headteacher

SEND\*

Committees serving the entire MAT to ensure consistency across the federation are marked \*, the others operate at each individual school.

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

The arrangements for setting the pay at Brooke Hill Academy Trust are in line with the ISR range which is determined by the size of the school, according to the figures taken from the School census of the previous May. All members of the Senior Leadership Team (SLT) have substantial strategic responsibilities within the school for leadership, and these responsibilities are taken into account in determining the pay. All pay for senior staff is subject to the pay policy for Brooke Hill Academy Trust and the Resources committee reviews this policy annually. The Executive Head Teacher has an appraisal annually, which is conducted by at least two Trustees and an external advisor; this will then determine the targets set for the current academic year. These targets set are then used to determine the targets of all staff the staff through a robust Performance Management process to encourage a whole school approach which encompasses all staff in the improvement of the school. All staff members have objectives based around pupil progress, whole school improvement plan and CPD needs related to career stage expectations. Trustees moderate evidence provided by the SLT at the end of the yearly Performance Management cycle. All pay awards are reviewed and agreed by the Resources committee.

#### Trade union facility time

During the year no staff time was spent on trade union facility time and no requests for any time were made. No costs were incurred in the year in relation to trade union facility time.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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#### Related parties and other connected charities and organisations

The MAT has no connected organisations or related parties outside of the MAT itself. Under the terms of our Academy Order we do offer guidance and assistance to other schools when requested and it is through this process that the MAT has grown to three schools.

#### **Objectives and activities**

##### Objects and aims

The Academy Trust aims to make learning fun and give children a brighter future through ensuring high academic standards and a wide range of extra-curricular opportunities. We strive to develop confident, responsible and caring individuals, who are motivated to achieve their potential and become active members of the wider community. We have over the past year developed new values and principles, these are:

- We nurture all children to be happy and confident in a safe environment
- We have high expectations for all children to achieve their full potential
- We provide opportunity rich environments
- We deliver a forward thinking and inspirational curriculum
- We encourage resilient, lifelong learners
- We support and involve families and the wider community in all aspects of school life
- We are committed to providing remote learning if needed and to work with children to close any gaps identified as a result of the pandemic

#### **Our values (character muscles) are:**

- Honesty
- Friendship
- Courage and Risk Taking
- Self Control
- Self Esteem
- Respect
- Independence
- Curiosity
- Imagination and Creativity
- Perseverance
- Listening and Communication
- Empathy and kindness

Our objectives for the academic year 2021-22 were:

#### Priority 1:

Ensure the Quality of Education continues to improve by:

- Continuing the development and implementation of a high-quality Curriculum
- Ensuring that the needs of disadvantaged pupils and those with SEND are met
- Providing staff with needed subject knowledge enhancement
- Building a culture of trust in peer to peer professional support
- Supporting staff to accurately assess work
- Focussing on improvement in Reading and driving improvement in English as a whole so that pupils gain the skills in reading and writing to meet ARE or better

#### Priority 2:

Ensure Behaviour and Attitudes continues to improve by:

- Ensuring a culture of high expectation and aspiration exists throughout school for all pupils
- Developing independence in all pupils and providing opportunities for developing leadership skills in children in KS2

#### Priority 3:

Ensure Leadership and Management continues to improve by:

- Ensuring the governing body holds leaders rigorously to account
- Middle Leaders (including English and Maths subject leaders) are given the opportunity and support to develop
- Working collaboratively with MAT SLT

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### Priority 4:

Ensure Early Years Provision continues to improve by:

- Supporting the new staff with any training and resource
- Making Reading and Phonics a priority to ensure a good start in school
- Embedding a creative and aspirational curriculum to develop cultural capital and excellent progress for all children

### Objectives, strategies and activities

#### Public benefit

The Members confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, "Charities and Public Benefit".

The MAT's public benefit is enshrined in its charitable objects, which state "The Academy Trust's object is to advance for the public benefit education by establishing, maintaining, carrying on, managing and developing a trust offering a broad and balanced curriculum; and to promote for the benefits of Brooke Hill, Edith Weston and South Witham and the surrounding areas of each school, the provision of a hall for leisure and interest pursuits to individuals and groups who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare."

## **Strategic report**

### Achievements and Performance

As a Trust, we aim to provide a first class education for all of our pupils, meeting the needs of all children so that they can achieve their potential. Each school is individual and we strive to work together to build on the strengths of each setting whilst providing the necessary support to bring each school to at least 'good' with high standards of attainment and quality all round provision.

Brooke Hill Academy is our pivotal school and continues to be oversubscribed, with high attainment and excellent outcomes for all pupils.

Edith Weston Academy joined our MAT in January 2016 and in November 2017 was rated 'Good' in all areas by Ofsted. The school primarily serves St Georges Barracks in North Luffenham so the community is often transient. Currently, our numbers are stable and more local families are choosing the school for their children. During 2019-20 our Nurture Hub provision opened. This is a funded project run in conjunction with Rutland County Council and the aim is to provide a setting for pupils at risk of exclusion or not able to access mainstream education due to attachment issues. So far we have worked successfully with 15 children either in the hub or as part of our outreach work. Regular updates are provided to Schools' Forum and for the next academic year 2022-23 this provision is part of the local offer and our funding has increased substantially.

South Witham Academy was rated as Requires Improvement in October 2019. The report highlighted the good progress made by the school since becoming part of the BHAT in 2016 and the capacity for further improvement was seen as good. Progress in all areas is evident and we have had external monitoring visits from our school improvement partner. Our pre-school provision (little Hedgehogs - opened November 2018) provides a good start for our children and we are looking at increasing the hours offered. Numbers are good throughout the school and a detailed post Ofsted action plan is in place to focus improvement at South Witham Academy. This is reviewed regularly by the SLT and LGB as well as by Trustees.

During the 2021-22 year additional support was provided for children on the SEN register in each school, Forest Schools' sessions were committed to for two afternoons each week and all key stage 1 children had swimming lessons at Edith Weston. A comprehensive staff CPD plan, linked to performance management objectives was implemented for all staff in the MAT. Mental health has been a priority and each school has a trained ELSA on site.

### Key performance indicators

The MAT's KPI's include, but are not restricted to, surplus position compared to budget, pupil progress against target, external test results compared to targets and national and local averages, staff and pupil attrition, results of staff, parent and pupil surveys and success and participation in extra-curricular activities. In 2021-22 the MAT, like all educational organisations, had to respond to some difficulties in mental health of both pupils and staff, recruitment challenges and increased illness (children and staff) following from Covid.



# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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Successful performance indicators during 2021-22:

- Risk assessments were in place and reviewed and updated regularly as we returned to a full school life
- Trustees reviewed the budget and plans were put in place to minimise the effect of covid and staff absence
- Teaching in school continued to be of a high standard
- Before and after school care resumed
- Children were happy in school
- Staff morale remained good
- The new curriculum was developed and implemented
- CPD opportunities were offered to all staff
- Regular meetings across the schools resumed and led to increased collaboration
- EYFS and KS1 statutory assessments indicated achievement at South Witham and Brooke Hill
- KS2 SATs took place and the schools were all in line with national attainment and progress
- A comprehensive SDP was in place and regularly reviewed in each school

#### Going concern

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

#### Financial review

The year-end result was as expected. The budgets were set for a small deficit in each school. The smaller schools both returned a small surplus and Brooke Hill had an overspend. This is accounted for due to a long term staff absence.

We benefitted from a successful CIF bid and works were carried out over the summer holiday and into the Autumn 2022 term. Both Brooke Hill and South Witham now have new roofs. Many years of sound financial planning and control have meant we have sufficient resources to allow short periods of investment above our existing income levels and the impact of this is evidenced by the good academic and non-academic results and progress achieved by all schools within the MAT. We continue to seek out additional sources of funds to assist in capital expenditure programme, where possible.

As stated above and shown in the financial statements the MAT continues to benefit from the freedoms afforded by its Academy status and although adding additional schools is at first a financial challenge, the economies of medium scale are found in later years. Continued focus on sound financial management means we have been able to invest healthy sums of money into improving the educational facilities for the children. This has included a wide range of technological and non-technological teaching and learning tools.

#### Financial report for the year

The majority of the Academy's income is obtained from the DfE in the form of recurrent grants. The grants received from the DfE received during the year ended 31 August 2022 and the associated expenditure are shown in the statement of financial activities.

During the year ended 31 August 2022, total expenditure was £3,580,894, which is £418,648 in excess of income.

At 31 August 2022, the net book value of fixed assets was £6,266,149. The assets were used exclusively for providing education and the associated support services to the students of the MAT.

#### Reserves policy

The amount of reserves held at 31 August 2022 is £6,499,754.

The amount of restricted reserves that are not available for the general purposes of the Trust at 31 August 2022 is £6,033,149 and no material funds have been committed as at that date. The amount of funds that can only be realised by disposing of fixed assets (i.e. value of fixed asset fund) is £6,266,149.

The amount of reserves in deficit at 31 August 2022 (Pension deficit and any others) is £233,000 and the amount of unrestricted funds at the same date is £466,605.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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The MAT's 'free' reserves are its funds after excluding restricted funds. 'Reserves' are therefore the resources the MAT has or can make available to spend for any or all of the MAT's purposes once it has met its commitments and covered its other planned expenditure. More specifically 'free reserves' represent income to the MAT which is to be spent at the Trustees' discretion in furtherance of any of the MAT's objects but which is not yet spent, committed or designated.

The trustees review the reserve levels of the MAT at the monthly Resources Committee. This review encompasses the nature of income and expenditure streams. The trustees have determined that the appropriate level of free reserves should be equivalent to two months' expenditure (excluding depreciation and LGPS adjustments), which is approximately £500,000. The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The MAT's current level of free reserves is £466,605. Although below target, the board of trustees are cognisant of the fact and are comfortable with the current levels.

The MAT's non-teaching staff are entitled to membership of the Local Government Pension Scheme. The MAT's share of the Scheme's assets is currently assessed to be less than its liabilities in the Scheme and consequently the balance sheet shows a net liability of £233,000. However, the deficit does not mean that an immediate liability for this amount crystallises. The contribution rate to reduce the liability is calculated by an independent actuary.

#### Investment policy

The MAT has no investments other than bank deposits. The MAT does manage its cash flow carefully and places spare funds on deposit with higher rates of interest where possible.

#### Principal risks and uncertainties

The MAT finances and risk policies are run with the rigour of a much larger corporate environment. The committee structure ensures that all decisions are debated appropriately and the independent review of policies, process and risk by our Responsible Officer adds a further level of control.

The Trustees have assessed the major risks to which the MAT is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the MAT and its finances. The Trustees have implemented a regular review process to assess and reassess risks that the MAT faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have also formulated a business continuity/disaster recovery plan to ensure the ongoing provision of a learning environment should there be a significant loss of buildings, impairment of teaching facilities or major staff absence.

They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls in order to minimise risk. Where significant financial risk still remains, they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls which is regularly reviewed and assessed by the Responsible Officer.

The Risk Management Committee undertakes a comprehensive annual review of the risks to which the MAT is exposed. The committee identifies systems and procedures, including specific preventable actions which should mitigate any potential negative impact on the MAT.

The internal controls for managing risks deemed as medium and high are incorporated into annual risk management action plan. The effectiveness of the MAT's internal controls in managing the risks identified is regularly monitored.

A thorough appraisal is undertaken in the subsequent year of the existing risks and any emerging risks, for example, those arising from changes to national funding policy and/or local circumstances. In addition to the annual review, the Risk Management Committee will also consider any risks which arise during the year, for example, as a result of a new area of work being undertaken by the MAT.

A risk register, covering low, medium and high-level risks, is maintained at MAT level. The risk register identifies the key risks, the likelihood of those risks occurring, their potential impact on the MAT and the actions being taken to reduce and mitigate the risks. Risks are prioritised as low, medium and high using a consistent scoring system.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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The policy is intended to cover all risks to the MAT achieving its educational, pastoral and community goals.

### **Risk Assessment Process**

To assess a particular risk and the threat it poses, the MAT uses two criteria:

- Impact – a quantification of the impact the risk will have on the school should it occur.
- Likelihood – the degree of likelihood of the risk actually occurring in practice.

These criteria are then combined to determine an overall assessment of risk severity using the materiality matrix. The matrices are designed to enable the consistent assessment of risks and to ensure relevance based on the relative materiality of the risk. Risks are identified, assessed, reported and mitigated using the matrices. These matrices are then used in conjunction with the creation and maintenance of the risk register. The risk register will be formally reviewed and updated three times per annum.

### **Fundraising**

Brooke Hill Academy, Edith Weston Academy and South Witham Academy all have an active PTA, working with the school staff to fund raise for the children although this work was limited last year. Staff work closely with the group and are represented at all meetings and events. Events before closure included disco's fetes, film nights and a Christmas raffle. Each group has a constitution and committee that meets regularly. Funding provides assistance towards the swimming buses, trips, book bags and the library area in each school. We are mindful of timing of requests to parents. Monitoring is carried out by school staff and governors during Resources meetings. All fundraising follows the guidelines of the Charity Commission. There have been no complaints.

### **Plans for future periods**

Our key priorities for 2022-23 are:

- New Headteachers to make good progress as leaders through mentoring and coaching by the Executive Headteacher
- To improve standards and outcomes for all pupils across all subjects
- To increase the % of pupils reaching the expected standard and greater depth in phonics, reading and maths
- To ensure that good behaviours for learning are evident in all schools at all times
- Implementation of new phonics and reading schemes for EYFS and KS1 at Brooke Hill and Edith Weston
- To ensure that South Witham Academy is Ofsted ready
- To review the MAT SLT and recruit for the Executive Headteacher

### **Funds held as custodian trustee on behalf of others**

The School and its Trustees do not act as the Custodian Trustees of any other Charity or organisation.

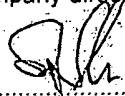
### **Auditor**

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.

A resolution proposing that Azets Audit Services be reappointed as auditor of the charitable company will be put to the members.

The trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 13/12/22 and signed on its behalf by:



Mr S A Foulkes  
Chair of Trustees

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **GOVERNANCE STATEMENT**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Scope of responsibility**

As trustees, we acknowledge we have overall responsibility for ensuring that Brooke Hill Academy Trust Limited 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 Head Teacher as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Brooke Hill Academy Trust Limited and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

### **Governance**

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities.

The board of trustees has formally met 5 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

<b>Trustees</b>	<b>Meetings attended</b>	<b>Out of possible</b>
Mr S A Foulkes (Chair of Trustees)	5	5
Mrs S R Milner	5	5
Mrs S J Bunker	4	5
Mr T Smith	3	5
Mr R Haynes	4	5
Mr P Hawker	4	5
Mrs B Chesterfield (Resigned 1 September 2021)	0	0
Mr R J Gray	1	3
Mrs G D Scott (Appointed 26 September 2022)	0	0

The accounts scrutiny committee has formally met 3 times during the year. Attendance during the year at meetings of the resources committee was as follows:

<b>Trustees</b>	<b>Meetings attended</b>	<b>Out of possible</b>
Mr S A Foulkes (Chair of Trustees)	3	3
Mrs S R Milner	3	3
Mr T Smith	3	3
Mr R J Gray	3	3

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **GOVERNANCE STATEMENT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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

As accounting officer the Executive Head Teacher 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.

It is the aim of Brooke Hill Academy to obtain and give best value for all supplies and services provided. The School definition of Best Value is that it must demonstrate economy and efficiency as well as effectiveness and quality. A balance between cost and quality while improving service is the aim of the Plan. The criteria used for assessing whether Best Value is achieved are Challenge, Compare, Consult and Compete.

**1. Challenge** - Do we need the service/product, i.e. will the service improve the performance of the School? Do we use the best provider?

**2. Compare** – What are our requirements – clear specification/objectives giving consideration to all methods of provision i.e. internal and external providers, possibility of partnerships or joint ventures with other educational establishments; comparisons of available benchmarking data such as SATs and Raise online results.

**3. Consult** – What do the stakeholders want? Are we providing what the pupils, parents, staff and community need? To do this we send out questionnaires.

**4. Compete** – Who can best provide the service/product?

- Obtain comparative quotations/costings.
- Check performance of service/product suppliers, i.e. recommendation by others, seeing product in use, etc.

To this end the School uses the following:

i. School Improvement Plan showing:

- aims and objectives for the academic year (also, 3 year and 5 year plan in place)
- targets for the academic year ahead and future years
- means of attaining these targets
- measurement of performance against targets
- Governors allocate resources in line with the School Improvement Plan. The emphasis would change from year to year.

ii. A separate Technology Development Plan set out in a similar fashion to the whole School Development Plan. This incorporates ICT development in curriculum areas.

iii. A costed and prioritised premises maintenance/repair programme taking into consideration external funding and capital projects.

Consultation is carried out with all stakeholders – some of the mechanisms for this are:

- The School Council meets regularly with various staff members and is useful in obtaining pupils ideas and opinions on a variety of issues.
- The Governors have detailed Terms of Reference for all Committees which will highlight Governor Responsibilities and communication procedures.

Review mechanisms are in place for most areas as follows:

- Educational performance reviews are carried out internally by the Executive Head Teacher and Senior Leadership Team
- Financial reviews are carried out by the Leadership Team, School Business Manager, Governors, auditors and Ofsted. All suggestions are considered and acted upon as necessary.
- Staffing reviews are carried out annually through robust performance management, taking into consideration the School Improvement Plan. A comprehensive CPD plan is in place for all staff.
- Ofsted reviews educational and administrative functions and is the most complete external review.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **GOVERNANCE STATEMENT (CONTINUED)**

### **FOR THE YEAR ENDED 31 AUGUST 2022**

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70% of the Trust's expenditure is on people. Their cost is balanced against the educational needs of the school during budgeting with a heavy cross linkage between Governors with Finance and Personnel responsibilities and full involvement of the school staff management. All Governors approve the budget with a full knowledge of the staff implications and they agree variations. All staff appointments and changes with financial implications are done with at least Finance and Personnel Governors' involvement in selection and appointment.

Careful monitoring of the budget is undertaken by the Executive Head Teacher, Chair of Governors and Resources sub-committee.

The School Business Manager and interim Finance Administrator have improved the coordination of budget management and day to day control of the budget.

All consumable items are discussed with staff and curriculum coordinators who take responsibility for ordering for their own subject areas. We have a variety of options open to us when ordering and the issue of best value is always considered. Green procurement is always considered when ordering goods.

Consultation with parents generally goes via the Parent Governor, surveys, PFA or at meetings held specifically to discuss particular issues with them. Two parents' evenings are held each year, when issues can be raised, although the school has an 'open door' policy at all times.

The children are consulted via the School Council representatives and their thoughts and opinions are considered when making change that will alter their environment. The School Business Manager takes responsibility for negotiating the best deals on repairs, maintenance and alterations or improvements. Insurance cover is provided via the ESFA's Risk Protection Arrangement scheme, which gives us competitive buildings, staffing and contents cover.

Our energy contacts are also negotiated using RCCDC Property Services who find the most competitive tender from the variety of companies on offer.

Grounds maintenance is offered to the most competitive tender and reviewed annually in the light of performance.

#### **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 Brooke Hill Academy Trust Limited for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and accounts.

#### **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 ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of trustees.

#### **Conflicts of interest**

At the start of each Trustees and Governor meeting any conflicts of interest are declared and noted. Members of the group with a conflict of interest will either abstain from the decision making progress or leave the meeting.

# BROOKE HILL ACADEMY TRUST LIMITED

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### The risk and control framework

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

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

The board of trustees has considered the need for a specific internal audit function and has appointed Graham Kirby as internal auditor. This role includes performing a range of checks on the academy trust's financial systems. However, this year, due to the departure of our Accounts Administrator arranging visits was overlooked and there have been no visits to school.

This has been highlighted in our end of year accounts and visits are scheduled for the 2022-23 academic year.

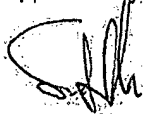
#### Review of effectiveness

As accounting officer the Executive Head Teacher 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 responsible officer;
- the work of the external auditor;
- the financial management and governance self-assessment process;
- the work of the management team 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 and Personnel Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the board of trustees on 13/12/22 and signed on its behalf by:



Mr S A Foulkes  
Chair of Trustees



Mrs S R Milner  
Accounting Officer

# **BROOKE HILL ACADEMY TRUST LIMITED**

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

**FOR THE YEAR ENDED 31 AUGUST 2022**

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As accounting officer of Brooke Hill Academy Trust Limited, I have considered my responsibility to notify the academy trust board of trustees and the Education and 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 Academy Trust Handbook 2021.

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 Academy Trust Handbook 2021.

I confirm that the following instances of non compliance with the Academy Trust Handbook 2021 have been identified and notified to the board of trustees and ESFA:

During the year, although a programme of internal scrutiny was planned, it was not undertaken.

We are not aware of any impropriety or funding non-compliance as a result.

*S.R. Milner*

Mrs S R Milner  
Accounting Officer

13/12/22



# **BROOKE HILL ACADEMY TRUST LIMITED**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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The trustees (who are also the directors of Brooke Hill Academy Trust Limited for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Academies Accounts Direction 2021 to 2022 published by the Education and 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:

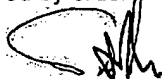
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2021 to 2022;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting 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 13/12/22 and signed on its behalf by:



Mr S A Foulkes  
Chair of Trustees

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BROOKE HILL ACADEMY TRUST LIMITED**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Opinion**

We have audited the accounts of Brooke Hill Academy Trust Limited for the year ended 31 August 2022 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 2019 and the Academies Accounts Direction 2021 to 2022 issued by the Education and 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 2022 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 2019 and the Academies Accounts Direction 2021 to 2022.

### **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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the academy trust's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **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.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BROOKE HILL ACADEMY TRUST LIMITED (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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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 has 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.

### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BROOKE HILL ACADEMY TRUST LIMITED (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of senior leadership, Governors/Trustees and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations including compliance with the Academies Accounts Direction 2020 to 2021 issued by the Education and Skills Funding Agency;
- Performing audit work over the recognition of grant income and the allocation of expenditure to funds;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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.

### **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.



**Tracey Richardson BSc (Hons) FCA (Senior Statutory Auditor)**  
for and on behalf of Azets Audit Services

**Chartered Accountants**  
**Statutory Auditor**

*14/12/22*  
.....

Ruthlyn House  
90 Lincoln Road  
Peterborough  
United Kingdom  
PE1 2SP

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO BROOKE HILL ACADEMY TRUST LIMITED AND THE EDUCATION AND SKILLS FUNDING AGENCY**

***FOR THE YEAR ENDED 31 AUGUST 2022***

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In accordance with the terms of our engagement letter dated 5 September 2022 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2021 to 2022, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Brooke Hill Academy Trust Limited during the period 1 September 2021 to 31 August 2022 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 Brooke Hill Academy Trust Limited and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Brooke Hill Academy Trust Limited 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 Brooke Hill Academy Trust Limited and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Brooke Hill Academy Trust Limited's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Brooke Hill Academy Trust Limited's funding agreement with the Secretary of State for Education dated 1 September 2011 and the Academy Trust Handbook, extant from 1 September 2021, 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 2021 to 2022. 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 2021 to 31 August 2022 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 Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- a review of the activities of the academy, by reference to sources of income and other information available to us;
- sample testing of expenditure, including payroll;
- a review of minutes of Governors' meetings.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO BROOKE HILL ACADEMY TRUST LIMITED AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **Conclusion**

In the course of our work, except for the matters listed below, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2021 to 31 August 2022 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

During the year, although a programme of internal scrutiny was planned, it was not undertaken. We have been unable to establish how the trustees fulfilled the internal scrutiny requirements of the Academy Trust Handbook.

*Azets*

### **Reporting Accountant**

Azets Audit Services

Ruthlyn House

90 Lincoln Road

Peterborough

PE1 2SP

United Kingdom

Dated: *14/12/22*

# BROOKE HILL ACADEMY TRUST LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted funds £	Restricted funds: General £ Fixed asset £	Total 2022 £	Total 2021 £
<b>Income and endowments from:</b>					
Donations and capital grants	3	5,900	-	80,971	86,871
Charitable activities:					
- Funding for educational operations	4	109,164	2,923,050	-	3,032,214
Other trading activities	5	43,098	-	-	43,098
Investments	6	63	-	-	63
<b>Total</b>		<b>158,225</b>	<b>2,923,050</b>	<b>80,971</b>	<b>3,162,246</b>
<b>Expenditure on:</b>					
Charitable activities:					
- Educational operations	9	92,047	3,229,491	259,356	3,580,894
<b>Total</b>	<b>7</b>	<b>92,047</b>	<b>3,229,491</b>	<b>259,356</b>	<b>3,580,894</b>
<b>Net income/(expenditure)</b>		<b>66,178</b>	<b>(306,441)</b>	<b>(178,385)</b>	<b>(418,648)</b>
Transfers between funds	18	(54,441)	54,441	-	-
<b>Other recognised gains/(losses)</b>					
Actuarial gains/(losses) on defined benefit pension schemes	20	-	2,057,000	-	2,057,000
<b>Net movement in funds</b>		<b>11,737</b>	<b>1,805,000</b>	<b>(178,385)</b>	<b>1,638,352</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		454,868	(2,038,000)	6,444,534	4,861,402
Total funds carried forward		466,605	(233,000)	6,266,149	6,499,754

# BROOKE HILL ACADEMY TRUST LIMITED

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

FOR THE YEAR ENDED 31 AUGUST 2022

Comparative year information Year ended 31 August 2021	Notes	Unrestricted funds £	Restricted funds: General	Fixed asset £	Total 2021 £
<b>Income and endowments from:</b>					
Donations and capital grants	3	3,583	-	24,512	28,095
Charitable activities:					
- Funding for educational operations	4	74,468	2,850,194	-	2,924,662
Other trading activities	5	40,190	-	-	40,190
Investments	6	654	-	-	654
<b>Total</b>		<b>118,895</b>	<b>2,850,194</b>	<b>24,512</b>	<b>2,993,601</b>
<b>Expenditure on:</b>					
Charitable activities:					
- Educational operations	9	47,205	3,041,096	162,424	3,250,725
<b>Total</b>	7	<b>47,205</b>	<b>3,041,096</b>	<b>162,424</b>	<b>3,250,725</b>
<b>Net income/(expenditure)</b>		<b>71,690</b>	<b>(190,902)</b>	<b>(137,912)</b>	<b>(257,124)</b>
Transfers between funds	18	(38,365)	2,902	35,463	-
<b>Other recognised gains/(losses)</b>					
Actuarial losses on defined benefit pension schemes	20	-	(403,000)	-	(403,000)
<b>Net movement in funds</b>		<b>33,325</b>	<b>(591,000)</b>	<b>(102,449)</b>	<b>(660,124)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		421,543	(1,447,000)	6,546,983	5,521,526
Total funds carried forward		454,868	(2,038,000)	6,444,534	4,861,402



# BROOKE HILL ACADEMY TRUST LIMITED

## BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	14		6,266,149		6,444,534
<b>Current assets</b>					
Debtors	15	220,069		88,148	
Cash at bank and in hand		575,877		572,149	
		<u>795,946</u>		<u>660,297</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	16	(329,341)		(205,429)	
<b>Net current assets</b>			<u>466,605</u>		<u>454,868</u>
<b>Net assets excluding pension liability</b>			<u>6,732,754</u>		<u>6,899,402</u>
Defined benefit pension scheme liability	20		(233,000)		(2,038,000)
<b>Total net assets</b>			<u><u>6,499,754</u></u>		<u><u>4,861,402</u></u>
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	18				
- Fixed asset funds			6,266,149		6,444,534
- Pension reserve			(233,000)		(2,038,000)
<b>Total restricted funds</b>			<u>6,033,149</u>		<u>4,406,534</u>
<b>Unrestricted income funds</b>	18		<u>466,605</u>		<u>454,868</u>
<b>Total funds</b>			<u><u>6,499,754</u></u>		<u><u>4,861,402</u></u>

The accounts on pages 21 to 44 were approved by the trustees and authorised for issue on 13/12/22 and are signed on their behalf by:



Mr S A Foulkes  
Chair of Trustees

Company Number 07693338

# BROOKE HILL ACADEMY TRUST LIMITED

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Net cash (used in)/provided by operating activities	21		(77,306)		83,484
<b>Cash flows from investing activities</b>					
Dividends, interest and rents from investments		63		654	
Capital grants from DfE Group		80,971		18,022	
Purchase of tangible fixed assets		-		(53,485)	
<b>Net cash provided by/(used in) investing activities</b>			<u>81,034</u>		<u>(34,809)</u>
<b>Net increase in cash and cash equivalents in the reporting period</b>			3,728		48,675
Cash and cash equivalents at beginning of the year			<u>572,149</u>		<u>523,474</u>
<b>Cash and cash equivalents at end of the year</b>			<u><u>575,877</u></u>		<u><u>572,149</u></u>

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 AUGUST 2022

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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 2021 to 2022 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

##### 1.2 Going concern

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made 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 meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

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

Capital grants are recognised 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.

##### 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.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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### 1 Accounting policies

(Continued)

#### 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.

#### Governance costs

These include the costs attributable to the academy trust's compliance with constitutional and statutory requirements, including audit, strategic management, trustees' meetings and reimbursed expenses.

### 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.

Leasehold land and buildings have been valued by the trustees and brought into the accounts at that valuation.

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 that require the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the statement of financial activities and carried forward in the balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 1 Accounting policies

(Continued)

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

Leasehold land and buildings	2% straight line
Computer equipment	4 years straight line
Fixtures, fittings & equipment	4 years straight line

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

#### 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 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.

#### 1.10 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.

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2022**

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### **1 Accounting policies**

**(Continued)**

The TPS is an unfunded scheme and contributions are calculated to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary based on quadrennial valuations using a prospective unit credit method. 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 net income or expenditure are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/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.

#### **1.11 Fund accounting**

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

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

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

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

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

#### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 20, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2022. 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.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Donated fixed assets	-	-	-	6,490
Capital grants	-	80,971	80,971	18,022
Other donations	5,900	-	5,900	3,583
	<u>5,900</u>	<u>80,971</u>	<u>86,871</u>	<u>28,095</u>

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

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	2,230,547	2,230,547	2,085,698
Other DfE / ESFA grants:				
UFSM	-	69,550	69,550	72,741
Pupil premium	-	88,396	88,396	92,820
Teachers pension grants	-	5,571	5,571	-
Teachers pay grants	-	2,988	2,988	-
PE and sports premium	-	52,120	52,120	-
Rates	-	6,461	6,461	-
Supplementary grant	-	25,083	25,083	-
Others	-	19,826	19,826	4,236
	<u>-</u>	<u>2,500,542</u>	<u>2,500,542</u>	<u>2,255,495</u>
<b>Other government grants</b>				
Local authority grants	-	406,581	406,581	376,242
Other government grants	-	15,927	15,927	-
	<u>-</u>	<u>422,508</u>	<u>422,508</u>	<u>376,242</u>
<b>Exceptional government funding</b>				
Coronavirus job retention scheme grant	-	-	-	477
Coronavirus exceptional support	-	-	-	40,257
Other Coronavirus funding	-	-	-	5,466
	<u>-</u>	<u>-</u>	<u>-</u>	<u>46,200</u>
Other incoming resources	<u>109,164</u>	<u>-</u>	<u>109,164</u>	<u>74,468</u>
<b>Total funding</b>	<u>109,164</u>	<u>2,923,050</u>	<u>3,032,214</u>	<u>2,752,405</u>

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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

(Continued)

In the previous year the academy received £38,960 of funding for catch-up premium, this had all been spent during 2021.

The funding received for coronavirus exceptional support in 2021 covered £1,297 of catering and premises costs. These costs are included within notes 7 and 9 below.

In the previous year the academy furloughed some of its nursery staff under the government's CJRS. The funding received of £nil (2021: £477) related to staff costs in respect of one staff member which is included within note 10 below as appropriate.

The academy received covid winter grant funding of £nil (2021: £5,466) from the local authority to cover catering costs, this has all been spent in the year.

#### 5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Hire of facilities	15,042	-	15,042	19,571
Other income	28,056	-	28,056	20,619
	<u>43,098</u>	<u>-</u>	<u>43,098</u>	<u>40,190</u>

#### 6 Investment income

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Bank interest	63	-	63	654
	<u>63</u>	<u>-</u>	<u>63</u>	<u>654</u>

#### 7 Expenditure

	Staff costs £	Non-pay expenditure		Total 2022 £	Total 2021 £
		Premises £	Other £		
Academy's educational operations					
- Direct costs	2,255,007	-	195,009	2,450,016	2,257,309
- Allocated support costs	444,134	467,416	219,328	1,130,878	993,416
	<u>2,699,141</u>	<u>467,416</u>	<u>414,337</u>	<u>3,580,894</u>	<u>3,250,725</u>



# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 7 Expenditure (Continued)

Net income/(expenditure) for the year includes:	2022 £	2021 £
Fees payable to auditor for:		
- Audit	9,500	8,850
- Other services	4,027	1,685
Operating lease rentals	5,938	6,094
Depreciation of tangible fixed assets	178,385	162,424
Net interest on defined benefit pension liability	35,000	26,000

### 8 Central services

The academy trust has provided central services to its academies during the year.

The academy trust charges for these services on a proportionate basis, for the majority of costs this is 50% to Brooke Hill Academy and 25% to Edith Weston Academy and South Witham Academy.

The amounts charged during the year were as follows:

	2022 £
Brooke Hill Academy	120,984
Edith Weston Academy	60,492
South Witham Academy	60,492
	<u>241,968</u>

### 9 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Direct costs - educational operations	64,570	2,385,446	2,450,016	2,257,309
Support costs - educational operations	27,477	1,103,401	1,130,878	993,416
	<u>92,047</u>	<u>3,488,847</u>	<u>3,580,894</u>	<u>3,250,725</u>

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 9 Charitable activities

(Continued)

	Total 2022 £	Total 2021 £
<b>Direct costs</b>		
Teaching and educational support staff costs	2,255,007	2,120,937
Staff development	10,765	9,888
Technology costs	28,580	31,219
Educational supplies and services	155,664	95,265
	<u>2,450,016</u>	<u>2,257,309</u>
<b>Support costs</b>		
Support staff costs	444,134	402,287
Depreciation and amortisation	178,385	162,424
Personnel fees	12,349	21,205
Maintenance of premises and equipment	110,473	49,902
Equipment rental	2,911	5,156
Printing, postage and stationery	11,557	12,773
Cleaning	78,437	74,434
Energy costs	67,694	55,101
Rent and rates	19,194	26,451
Insurance	10,322	10,272
Catering	107,048	97,645
Interest and finance costs	35,000	26,000
Bank charges	64	880
Other support costs	21,116	20,261
Governance costs	32,194	28,625
	<u>1,130,878</u>	<u>993,416</u>

### 10 Governance costs

	Total 2022 £	Total 2021 £
<b>All from restricted funds:</b>		
<b>Amounts included in support costs</b>		
Legal and professional fees	16,267	15,690
Auditor's remuneration		
- Audit of financial statements	9,500	8,850
- Other audit costs	4,027	1,685
Trustees' services and training	2,400	2,400
	<u>32,194</u>	<u>28,625</u>

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 11 Staff

#### Staff costs

Staff costs during the year were:

	2022 £	2021 £
Wages and salaries	1,869,447	1,792,215
Social security costs	159,115	144,086
Pension costs	654,681	586,923
Staff costs - employees	2,683,243	2,523,224
Agency staff costs	15,898	-
	2,699,141	2,523,224
Staff development and other staff costs	10,765	9,888
Total staff expenditure	2,709,906	2,533,112

#### Staff numbers

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

	2022 Number	2021 Number
Teachers	31	32
Administration and support	59	65
Management	1	1
	91	98

#### Higher paid staff

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

	2022 Number	2021 Number
In the band £60,001 - £70,000	1	-
In the band £80,001 - £90,000	-	1
In the band £90,001 - £100,000	1	-

The above employees earning more than £60,000 per annum participated in the Teachers' Pension Scheme. During the year ended 31 August 2022, pension contributions amounted to £36,418 (2021: £21,116).

#### 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 and employer national insurance contributions) received by key management personnel for their services to the academy trust was £699,821 (2021: £685,306).

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 12 Trustees' remuneration and expenses

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

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

S R Milner (Executive headteacher)

Remuneration £90,000 - £95,000 (2021 - £85,000 - £90,000)

Employer's pension contributions £20,000 - £25,000 (2021 - £20,000 - £25,000)

During the year expenses totalling £833 relating to staff responsibilities were reimbursed to 1 trustee (2021: £1,390).

#### 13 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.

#### 14 Tangible fixed assets

	Leasehold land and buildings £	Computer equipment £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>				
At 1 September 2021 and 31 August 2022	7,275,972	122,758	402,083	7,800,813
<b>Depreciation</b>				
At 1 September 2021	909,432	98,050	348,797	1,356,279
Charge for the year	148,721	9,248	20,416	178,385
At 31 August 2022	1,058,153	107,298	369,213	1,534,664
<b>Net book value</b>				
At 31 August 2022	6,217,819	15,460	32,870	6,266,149
At 31 August 2021	6,366,540	24,708	53,286	6,444,534

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 15 Debtors

	2022 £	2021 £
Trade debtors	6,523	915
VAT recoverable	93,400	6,788
Other debtors	-	4,662
Prepayments and accrued income	120,146	75,783
	<u>220,069</u>	<u>88,148</u>

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

	2022 £	2021 £
Trade creditors	124,533	26,710
Other taxation and social security	36,683	33,567
Other creditors	47,984	49,878
Accruals and deferred income	120,141	95,274
	<u>329,341</u>	<u>205,429</u>

### 17 Deferred income

	2022 £	2021 £
Deferred income is included within:		
Creditors due within one year	<u>43,410</u>	<u>59,032</u>
Deferred income at 1 September 2021	59,032	48,465
Released from previous years	(59,032)	(48,465)
Resources deferred in the year	<u>43,410</u>	<u>59,032</u>
<b>Deferred income at 31 August 2022</b>	<u><b>43,410</b></u>	<u><b>59,032</b></u>

Deferred income relates to funds received in advance for grant funding for Universal Infant Free School Meals and other income received in advance for the 2022/23 year.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 18 Funds

	Balance at 1 September 2021 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2022 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	-	2,230,547	(2,284,988)	54,441	-
UIFSM	-	69,550	(69,550)	-	-
Pupil premium	-	88,396	(88,396)	-	-
Teachers pension grants	-	5,571	(5,571)	-	-
Teachers pay grants	-	2,988	(2,988)	-	-
PE and sports premium	-	52,120	(52,120)	-	-
Rates	-	6,461	(6,461)	-	-
Other DfE / ESFA grants	-	44,909	(44,909)	-	-
Other government grants	-	422,508	(422,508)	-	-
Pension reserve	(2,038,000)	-	(252,000)	2,057,000	(233,000)
	<u>(2,038,000)</u>	<u>2,923,050</u>	<u>(3,229,491)</u>	<u>2,111,441</u>	<u>(233,000)</u>
<b>Restricted fixed asset funds</b>					
Inherited on conversion	5,869,303	-	(134,922)	-	5,734,381
DfE group capital grants	117,631	80,971	(99,572)	-	99,030
Capital expenditure from GAG	46,987	-	(14,051)	-	32,936
Laptops donated by DfE	6,490	-	(1,623)	-	4,867
Other government grants	404,123	-	(9,188)	-	394,935
	<u>6,444,534</u>	<u>80,971</u>	<u>(259,356)</u>	<u>-</u>	<u>6,266,149</u>
<b>Total restricted funds</b>	<u>4,406,534</u>	<u>3,004,021</u>	<u>(3,488,847)</u>	<u>2,111,441</u>	<u>6,033,149</u>
<b>Unrestricted funds</b>					
General funds	<u>454,868</u>	<u>158,225</u>	<u>(92,047)</u>	<u>(54,441)</u>	<u>466,605</u>
<b>Total funds</b>	<u>4,861,402</u>	<u>3,162,246</u>	<u>(3,580,894)</u>	<u>2,057,000</u>	<u>6,499,754</u>

# **BROOKE HILL ACADEMY TRUST LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022**

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### **18 Funds**

**(Continued)**

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

General Annual Grant (GAG) must be used for the normal running costs of the Academy.

Other DfE / ESFA Grants comprise of various grants awarded for specific projects, in particular to boost standards of attainment. Grants include Pupil Premium funding which is intended to support education for pupils from a disadvantaged background.

Local government Grants includes funding provided for pupils with Statements of Special Educational Needs and is used by the academy to assist with the pupils education.

Devolved capital funding is that provided to academies to use as it sees fit in areas such as improvements to buildings or facilities, or the repair or refurbishment of such.

Other capital grants are provided to the academy based on specific bids for individual projects.

Other income comprises various other receipts including school meals. The income is classed as restricted or unrestricted based on the nature of the income.

Restricted fixed asset funds represent monies received in respect of and spent on fixed assets. This includes assets inherited on conversion. The total of resources expended within this fund include the depreciation charge for the year. The transfer figure is the amount of other funds used to acquire fixed assets.

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 2022.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 18 Funds

(Continued)

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

	Balance at 1 September 2020 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2021 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	-	2,085,698	(2,088,600)	2,902	-
UIFSM	-	72,741	(72,741)	-	-
Pupil premium	-	92,820	(92,820)	-	-
Teachers pension grants	-	77,856	(77,856)	-	-
Teachers pay grants	-	26,684	(26,684)	-	-
PE and sports premium	-	52,240	(52,240)	-	-
Rates	-	15,477	(15,477)	-	-
Other DfE / ESFA grants	-	4,236	(4,236)	-	-
Catch-up premium	-	38,960	(38,960)	-	-
Other DfE / ESFA COVID-19 funding	-	1,297	(1,297)	-	-
Coronavirus Job Retention Scheme grant	-	477	(477)	-	-
Other COVID-19 funding	-	5,466	(5,466)	-	-
Other government grants	-	376,242	(376,242)	-	-
Pension reserve	(1,447,000)	-	(188,000)	(403,000)	(2,038,000)
	<u>(1,447,000)</u>	<u>2,850,194</u>	<u>(3,041,096)</u>	<u>(400,098)</u>	<u>(2,038,000)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	5,986,464	-	(117,161)	-	5,869,303
DfE group capital grants	123,812	18,022	(24,203)	-	117,631
Capital expenditure from GAG	23,396	-	(11,872)	35,463	46,987
Laptops donated by DfE	-	6,490	-	-	6,490
Other government grants	413,311	-	(9,188)	-	404,123
	<u>6,546,983</u>	<u>24,512</u>	<u>(162,424)</u>	<u>35,463</u>	<u>6,444,534</u>
<b>Total restricted funds</b>	<u>5,099,983</u>	<u>2,874,706</u>	<u>(3,203,520)</u>	<u>(364,635)</u>	<u>4,406,534</u>
<b>Unrestricted funds</b>					
General funds	<u>421,543</u>	<u>118,895</u>	<u>(47,205)</u>	<u>(38,365)</u>	<u>454,868</u>
<b>Total funds</b>	<u>5,521,526</u>	<u>2,993,601</u>	<u>(3,250,725)</u>	<u>(403,000)</u>	<u>4,861,402</u>



# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 18 Funds (Continued)

#### Total funds analysis by academy

	2022 £	2021 £
Fund balances at 31 August 2022 were allocated as follows:		
Brooke Hill Academy	407,671	444,741
Edith Weston Academy	138,567	110,502
South Witham Academy	(79,633)	(100,375)
Total before fixed assets fund and pension reserve	466,605	454,868
Restricted fixed asset fund	6,266,149	6,444,534
Pension reserve	(233,000)	(2,038,000)
Total funds	6,499,754	4,861,402

#### Total cost analysis by academy

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

	Teaching and educational support staff £	Other support staff costs £	Educational supplies £	Other costs excluding depreciation £	Total 2022 £	Total 2021 £
Brooke Hill Academy	1,254,255	201,712	77,512	240,073	1,773,552	1,603,851
Edith Weston Academy	535,698	161,702	30,146	123,966	851,512	770,363
South Witham Academy	465,054	80,720	48,006	102,694	696,474	714,087
	2,255,007	444,134	155,664	466,733	3,321,538	3,088,301

### 19 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
Fund balances at 31 August 2022 are represented by:				
Tangible fixed assets	-	-	6,266,149	6,266,149
Current assets	466,605	329,341	-	795,946
Creditors falling due within one year	-	(329,341)	-	(329,341)
Defined benefit pension liability	-	(233,000)	-	(233,000)
Total net assets	466,605	(233,000)	6,266,149	6,499,754

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 19 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2021 are represented by:</b>				
Tangible fixed assets	-	-	6,444,534	6,444,534
Current assets	466,119	194,178	-	660,297
Creditors falling due within one year	(11,251)	(194,178)	-	(205,429)
Defined benefit pension liability	-	(2,038,000)	-	(2,038,000)
<b>Total net assets</b>	<b>454,868</b>	<b>(2,038,000)</b>	<b>6,444,534</b>	<b>4,861,402</b>

### 20 Pension and similar obligations

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2016, and that of the LGPS related to the period ended 31 March 2019.

Contributions amounting to £46,775 were payable to the schemes at 31 August 2022 (2021: £49,125) and are included within creditors.

#### 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 teachers in academies. All teachers have the option to opt out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary. These contributions 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 every 4 years. 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 2016. The valuation report was published by the Department for Education on 5 March 2019.

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 20 Pension and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% 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 £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2024.

The employer's pension costs paid to the TPS in the period amounted to £272,385 (2021: £267,367).

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

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

#### Local Government Pension Scheme

The LGPS is a funded defined benefit pension 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 21.5% for employers and 5.5 to 9.5% 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	2022 £	2021 £
Employer's contributions	139,000	158,000
Employees' contributions	34,000	38,000
Total contributions	173,000	196,000

Principal actuarial assumptions	2022 %	2021 %
Rate of increase in salaries	3.4	3.3
Rate of increase for pensions in payment/inflation	3.0	2.9
Discount rate for scheme liabilities	4.3	1.65

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 20 Pension and similar obligations

(Continued)

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

	2022 Years	2021 Years
Retiring today		
- Males	21.6	21.6
- Females	24.0	24.0
Retiring in 20 years		
- Males	22.5	22.6
- Females	25.5	25.6

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

	2022 £	2021 £
0.5% decrease in Real Discount Rate	147,500	265,000
0.5% increase in the Pension Increase Rate (CPI)	135,000	235,000
0.5% increase in the Salary Increase Rate	12,500	25,000

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

	2022 Fair value £	2021 Fair value £
Equities	1,240,600	1,093,600
Bonds	501,800	483,440
Cash	40,200	103,200
Property	188,400	135,760
Total market value of assets	1,971,000	1,816,000

The actual return on scheme assets was £(3,000) (2021: £310,000).

#### Amount recognised in the statement of financial activities

	2022 £	2021 £
Current service cost	356,000	320,000
Interest income	(31,000)	(24,000)
Interest cost	66,000	50,000
Total operating charge	391,000	346,000

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 20 Pension and similar obligations

(Continued)

Changes in the present value of defined benefit obligations	2022 £	2021 £
At 1 September 2021	3,854,000	2,799,000
Current service cost	356,000	320,000
Interest cost	66,000	50,000
Employee contributions	34,000	38,000
Actuarial (gain)/loss	(2,091,000)	689,000
Benefits paid	(15,000)	(42,000)
At 31 August 2022	2,204,000	3,854,000

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

	2022 £	2021 £
At 1 September 2021	1,816,000	1,352,000
Interest income	31,000	24,000
Actuarial loss/(gain)	(34,000)	286,000
Employer contributions	139,000	158,000
Employee contributions	34,000	38,000
Benefits paid	(15,000)	(42,000)
At 31 August 2022	1,971,000	1,816,000

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

	2022 £	2021 £
Net expenditure for the reporting period (as per the statement of financial activities)	(418,648)	(257,124)
Adjusted for:		
Capital grants from DfE and other capital income	(80,971)	(24,512)
Investment income receivable	(63)	(654)
Defined benefit pension costs less contributions payable	217,000	162,000
Defined benefit pension scheme finance cost	35,000	26,000
Depreciation of tangible fixed assets	178,385	162,424
(Increase)/decrease in debtors	(131,921)	3,409
Increase in creditors	123,912	11,941
Net cash (used in)/provided by operating activities	(77,306)	83,484

# BROOKE HILL ACADEMY TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

### 22 Analysis of changes in net funds

	1 September 2021 £	Cash flows £	31 August 2022 £
Cash	572,149	3,728	575,877

### 23 Long-term commitments, including operating leases

At 31 August 2022 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2022 £	2021 £
Amounts due within one year	5,472	5,938
Amounts due in two and five years	-	5,472
	5,472	11,410

### 24 Capital commitments

	2022 £	2021 £
Expenditure contracted for but not provided in the accounts	713,804	-

### 25 Related party transactions

Owing to the nature of the academy trust's operations and the composition of the board of trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the academy trust has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the academy trust's financial regulations and normal procurement procedures.

Some of the trustees have children who are pupils at the academy, consequently there will be transactions between those trustees and the academy in respect of their children's education. These are on the same basis as other pupils at the academy.

No related party transactions took place in the period of account other than certain trustees' remuneration and expenses already disclosed in note 12.

### 26 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.