

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

**(A company limited by guarantee)**



**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2018**

---

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

**(A company limited by guarantee)**

---

**CONTENTS**

---

	Page
Reference and administrative details	1 - 2
Trustees' report	3 - 17
Governance statement	18 - 21
Statement on regularity, propriety and compliance	22
Statement of Trustees' responsibilities	23
Independent auditors' report on the financial statements	24 - 26
Independent reporting accountant's assurance report on regularity	27 - 28
Statement of financial activities incorporating income and expenditure account	29
Balance sheet	30
Statement of cash flows	31
Notes to the financial statements	32 - 60

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 AUGUST 2018

---

#### Members

The Chelmsford Diocese Educational Trust  
E Crockett - Diocesan Board of Education-Chairman  
T Elbourne - Diocesan Director of Education  
P D Preston - Chairman of the Board of Trustees (resigned 27 September 2017)  
C M Haynes - Acting Chair of Trustees (appointed 28 September 2017, resigned 1 December 2017)  
T J Rose - Chairman of the Board of Trustees (appointed 1 December 2017)

#### Trustees

J Costello  
J M R Crane, Chief Executive  
G Flynn  
C Haynes (from 28 September to 30 November 2017), Acting Chair of Trustees  
P J Howlett  
B M Lester, Finance Director  
D Olulode  
R B Poynter (resigned 20 September 2018)  
P Preston - (until 27 September 2017), Chair of Trustees  
T J Rose (from 1 December 2017), Chair of Trustees  
E Snowden  
D Wilde (appointed 11 May 2018)  
T Wood

#### Company registered number

08709542

#### Company name

The Diocese of Chelmsford Vine Schools Trust

#### Principal and registered office

53 New Street, Chelmsford, CM1 1AT

#### Company secretary

B M Lester

#### Chief executive officer

J M R Crane

#### Senior management team

J M R Crane, Chief Executive Officer and Accounting Officer  
B P Ince, Chief Operating Officer and Chief Financial Officer  
S A Porter, Vine Trust Finance Manager  
J E Williams, Academy Improvement Lead  
M Amery, Headteacher Latchingdon C of E Primary School  
G Bailey, Headteacher St James C of E Primary School Harlow  
M Carter-Tufnell, Headteacher St Osyth C of E Primary School

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

Advisers (continued)

B Fellows, Headteacher St James C of E Primary School Colchester  
K Jones, Headteacher Mistley Norman C of E Primary School  
S Jones, Headteacher Orsett C of E Primary School  
J Matthews, Headteacher William Martin C of E Infant, Nursery & Junior Schools  
L Ratcliffe, Executive Headteacher Rolph & St Andrews C of E Primary Schools  
A Syred-Paul, Headteacher Great Clacton C of E Junior School Colchester  
L Taylor, Headteacher Belchamp St Paul & Ridgewell C of E Primary Schools  
S Wade, Headteacher Howbridge C of E Junior School  
P Ward, Executive Headteacher Southminster & St Cedds C of E Primary Schools  
E Wigmore, Executive Headteacher St Margarets & Bulphan C of E Academies

**Independent auditors**

Griffin Chapman, 4 & 5 The Cedars, Apex 12, Old Ipswich Road, Colchester, Essex, CO7 7QR

**Bankers**

Lloyds Bank Plc, 77/81 High Street, Chelmsford, Essex, CM1 1DU

**Solicitors**

Lee Bolton Monier-Williams, 1 The Sanctuary, Westminster, London, SW1P 3JT



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2018

---

The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the 1 September 2017 to 31 August 2018. The Annual report serves the purposes of both a Trustees' report, and a Directors' report under company law.

The Trust currently operates Church of England Academies, for pupils aged 2 to 11, serving the Diocese of Chelmsford catchment area, across East Anglia and North London. It has a pupil capacity of 3,900 and had a roll of 3,171 (excluding William Martin Infant & Nursery (177) and William Martin Juniors (237) who converted on 1 May 2018) in the school census on 18 January 2018.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### ● CONSTITUTION

The Academy Trust and its constituent Academies is a charitable 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 The Diocese of Chelmsford Vine Schools Trust are also the directors of the charitable company for the purpose of company law.

The charitable company is known as The Diocese of Chelmsford Vine Schools Trust and is also known as The Vine Trust and The Vine Schools Trust.

Details of the Trustees who served during the year 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

The Diocese of Chelmsford Vine Schools Trust maintains a provision for Trustee Indemnity, through the Department for Education's Risk Protection Arrangement which gives appropriate cover for any legal action brought against its Trustees.

##### ● METHOD OF RECRUITMENT AND APPOINTMENT OR ELECTION OF TRUSTEES

Members of the company and Trustees are appointed as set out in the Articles of Association. Directors are appointed as follows:

1. The Members shall appoint a minimum of 5 Directors, Article 50
2. The Chief Executive Officer shall be a Director as long as he remains in office as such, Article 57
3. The Directors appointed under Article 50 with the consent of the Diocesan Board of Education may appoint up to 2 Co-opted Directors, Article 58

The Members recruited one new Trustee during the period and accepted two resignations. Eleven Trustees sit

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

on the Board at the time of completing this report, exceeding the minimum required under the Articles of Association.

When appointing new Trustees, the Members and Board will give consideration to the skills and experience of existing Trustees to ensure new appointments enhance and expand the necessary skills required to develop the Trust further. The Members and Board engage external bodies to assist with recruitment by targeting individuals with identified skillsets.

#### ● POLICIES AND PROCEDURES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

The Chairman is responsible for the induction and training of new trustees. Following appointment, election or co-option, new Trustees will receive training dependent on their existing experience and may include training on charity, educational, legal and financial matters.

#### ● ORGANISATIONAL STRUCTURE

The constitution of the board of trustees is set out in the Articles of Association. Trustees are appointed / elected / Co-opted for a period of four years. The Chair is elected bi-annually. Trustees have appointed a Chief Executive Officer to assure the strategic intentions of the Multi Academy Trust. The Chief Executive Officer is also the Chief Accounting Officer and a Director of the Multi Academy Trust.

Trustees undertook a review of the Governance framework during the period and expanded upon the existing Finance and Audit Committee and Standards and Performance Committee structure by forming a Christian Foundation & Character Committee, Marketing & Sponsorship Committee and Leadership Growth & Development Committee, all of which operate within specific terms of references approved by the board of trustees.

The Trustees co-opt members to each Committee of the Board from the Academy Senior Leadership Teams (SLT), Local Governing Body/Board's (LG) or external advisors (EA), for a term of one year.

The Chief Executive Officer has a standing committee responsible for negotiation and consultation with trade unions, the Joint Consultative Committee (JCC).

The Trustees appoint an Executive Headteacher / Headteacher to take responsibility for the day-to-day management of the constituent academies whose activities are regulated by a Scheme of Delegation and Scheme of Financial Delegation. Trustees appoint a Company Secretary who is also a Director of the Multi Academy Trust who takes the role of trustees' secretary and appoints a Clerk.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

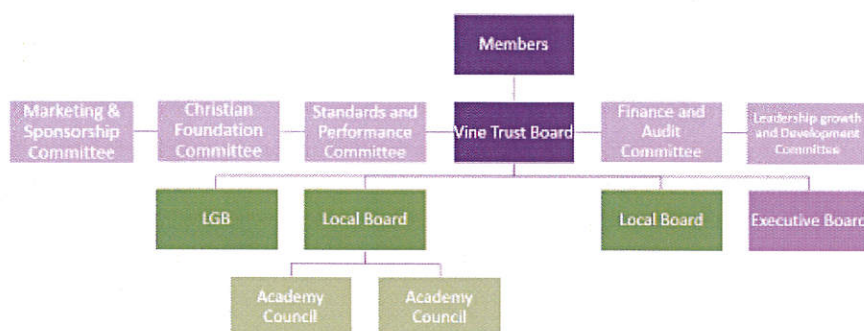
(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

## Vine Governance Structures



Valuing every person  
Inspiring great teaching  
Nurturing academic excellence and Christian Character  
Excelling, unlocking great potential

Trustees select and/or approve the Governors to the constituent schools Local Governing Bodies

The Trust had the following committees and governing bodies in place during the period:

---

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

---

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2018**

---

**The Diocese of Chelmsford Vine Schools Trust**

Full Board of Directors	Mrs J Costello Mr J Crane (CEO & Accounting Officer) Mr G Flynn Dr C Haynes Vice Chair [Interim Chair between 28.09.17 and 01.12.17] Dr P Howlett Mr B Lester (Finance Director & Co. Sec.) Mrs D Olulode Hon. R Poynter (until 20.09.18) Mr P D Preston (Chair & Trustee until 27.09.17 ) Mr T Rose (Chair from 01.12.17) Ven. E Snowden Mr D Wilde (from 11.05.18) Mrs T Wood	Quorum: 3
Christian Foundation and Character Committee (formed 16.03.18)	Mr M Carter-Tuffnell (SLT co-opted) Mr J Crane Dr P Howlett (Chair) Ven. E Snowden External Advisor (vacancy)	Quorum: 3  Delegated Powers: No
Finance and Audit Committee	Mr G Flynn (Chair) Mrs S Jones (SLT co-opted from 11.05.18) Mr B Lester Mr P Preston (Chair and member until 27.09.17) Mr T Rose (Vice Chair) Mrs A Syred-Paul (SLT co-opted from 11.05.18) Mrs T Wood (until 16.03.18)	Quorum: 3  Delegated Powers: Yes
Leadership Growth and Development Committee (formed 16.03.18)	Mrs A Bard (LG co-opted) Dr C Haynes Dr P Howlett Mrs D Olulode (Chair) Hon. R Poynter (resigned 20.09.18) Mrs E Wigmore (SLT co-opted)	Quorum: 3  Delegated Powers: No
Marketing and Sponsorship Committee (formed 16.03.18)	Mrs G Bailey (SLT co-opted) Mrs D Olulode Mr T Rose (Interim Chair) Ven. E Snowden Mr D Wilde (from 11.05.18) Mrs T Wood	Quorum: 3  Delegated Powers: No
Standards and Performance Committee	Mrs J Costello Mr J Crane Dr C Haynes (Chair) Dr P Howlett (until 16.03.18) Mrs D Olulode (Vice Chair) Hon. R Poynter (resigned 20.09.18) Mrs L Ratcliffe (SLT co-opted) Ven. E Snowden (until 16.03.18) Mrs L Taylor (SLT co-opted)	Quorum: 3  Delegated Powers: Yes
Pay Appeals Committee	Mrs J Costello Mr J Crane Mr P D Preston (until 27.09.17) Dr C Haynes (from 28.09.17)	Quorum: 2  Delegated Powers: No

Terms of Reference for the Finance and Audit Committee and the Standards and Performance Committee have Academy School specific Schemes of Delegation and Financial Regulations set out the responsibilities and authorisation framework for the trust and its educational establishments.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

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

The Diocese of Chelmsford Vine Schools Trust applies the recommendations of the School Teachers Pay and Conditions Document (STPCD), published annually by the Department for Education, it also adopts the Local Government Pay Award for support staff and executive officers. The Trust adopts the Essex Local Authority pay policy which is reviewed annually.

The Diocese of Chelmsford Vine Schools Trust has a robust performance management policy based on the Essex Local Authority model policy which governs pay and awards.

Performance management of the Chief Executive Officer (CEO) is the responsibility of the trust board, other Executive Officers that of the CEO. Responsibility for the performance management of Executive Headteachers and Headteachers is retained by the Trust, pay awards the responsibility of a subcommittee of the Finance and Audit Committee.

Performance management of all other academy senior management personnel is delegated to the Local Governing Body/Local Board.

Key executive officer pay awards recognise the complexity and challenge associated with accountability for improving outcomes, efficiencies and strategic leadership across a growing trust, pay progression includes cost of living and performance related awards. Remuneration levels are consistent with the sector and considered reasonable.

All staff, school based or central, have clear performance targets. Where appropriate this includes pupil progress targets. If all targets are met then a pay award will be granted in line with the Trust Pay Policy.

#### • TRADE UNION FACILITY TIME

Relevant union officials

Number of employees who were relevant union officials during the year	5
Full-time equivalent employee number	4

Percentage of time spent on facility time

Percentage of time	Number of employees
0%	5
1%-50%	-
51%-99%	-
100%	-

Percentage of pay bill spent on facility time	£
---	---

Total cost of facility time	-
Total pay bill	-
Percentage of total pay bill spent on facility time	- %

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

Paid trade union activities

Time spent on paid trade union activities as a percentage of total paid facility time hours - %

#### ● **Related Parties and other Connected Charities and Organisations**

The Diocese of Chelmsford Vine Schools Trust was formed by the Chelmsford Diocese Educational Trust (CDET) as a vehicle to support its church schools converting to academies and to ensure that they retained their individual Christian ethos.

The Chelmsford Diocese Board of Education (CDBE) is the sponsoring body for the schools directed to convert and provides educational/financial specialism to support sponsored schools.

The membership of the Diocese of Chelmsford Vine Schools Trust consists of CDET, a corporate body created by the CDBE, the Chairman of the CDBE, the Diocesan Director of Education and the Chairman of the Board of Directors.

The Diocese of Chelmsford Vine Schools Trust formed one new Local Governing Body and three Local Boards during the period, bringing the total to seven and five respectively, acting as committees of the Trust (see above) in respect of the eighteen constituent academies within the Vine Trust; Belchamp St Paul CofE Primary School, Bulphan CofE Primary Academy, Great Clacton CofE Junior School, Howbridge CofE Junior School, Latchingdon CofE Primary School, Mistley Norman CofE Primary School, Orsett CofE Primary School, Ridgewell CofE Primary School, Rolph CofE Primary School, Southminster CofE Primary School, St Andrews CofE Primary School, St Cedd's CofE Primary School in Bradwell, St James CofE Primary School in Harlow, St James CofE Primary School in Colchester, St Margaret's CofE Primary Academy in Bowers Gifford, St Osyth CofE Primary School, William Martin CofE Infant & Nursery School and William Martin CofE Junior School.

The Multi Academy Trust leases managed office space from the Chelmsford Diocesan Board of Finance.

The Multi Academy Trust and its constituent academies commission professional services from the Essex Local Authority and engage with not for profit procurement providers associated with Thurrock Local Authority, Hertfordshire County Council and Kent County Council.

#### ● **Objects and Aims**

Through The Diocese of Chelmsford Vine Schools Trust our schools will deliver, within a Christian context, the best educational, spiritual, physical, social and emotional outcomes for children and their families. This will be achieved through a range of partnerships, including; schools, local communities, churches and the Vine Trust family. We believe each partner has much to offer. We want our pupils and staff to achieve their full potential.

The Trust operates for charitable purposes to advance for the public benefit education in the United Kingdom, in particular but not without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing Academies which shall offer a broad and balanced curriculum and which shall include:

- (a) Church of England schools designated as such which shall be conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship, and having regard to any advice issued by the Diocesan Board of Education; and
- (b) Other Academies whether with or without a designated religious character

In relation to each of the Academies to recognise and support their individual ethos, whether or not designated Church of England, and support them to become and/or maintain a 'Good' or 'Outstanding' school status.



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

#### ● Objectives, Strategies and Activities

"I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit" (John 15:5)

#### ● Activities for Achieving Objectives

Within a positive and supportive Christian ethos, the Trust is committed to enriching the lives of its children, maximising the educational experiences and attainment levels of all of its pupils, developing creative and independent learners and providing them with transferable skills that can be applied throughout their life.

The Trust has been working:

1. To assure high level academic outcomes for all pupils;  
Ensure high-quality teaching and learning of a rich and broad curriculum  
Improve standards in Reading, Writing and Mathematics so that year-on-year an increasing number of pupils achieve and exceed age-related expectations, making 'good' or better progress  
Ensure that groups at risk of underachieving make good or sustained progress  
Strengthen Christian character
2. To embed continuous improvement;  
Establish a sustainable system of collaborative accountability for improvement  
Develop academy to academy support  
To open a Vine Teaching School  
Secure an accurate and robust self-evaluation process
3. To ensure high-quality leadership and robust governance at all levels;  
Ensure high-quality leadership and governance is rooted in Christian character and ethos  
Empower leaders to lead the improvement journey within and beyond their academies  
Embed high-quality governance, with a complete range of the required skills, at local and board level  
Ensure governance and leadership has a clear focus on raising standards within a Christian context
4. To facilitate a significant growth in pupil numbers to increase the Vine's reach and impact;  
Set a realistic and achievable growth plan per academic year taking into account the mix of schools, geographical clusters and external landscape  
Develop the structure, capability and capacity of the organisation to fit the growth plan  
Provide effective financial management and control  
Provide core and/or centralised services to improve effectiveness and reduce inefficiencies

#### ● PUBLIC BENEFIT

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission's 'Charities and Public Benefit' in exercising their powers and duties and that they have maximised the impact of public funds for the educational benefit of the pupils within the Trust.

#### STRATEGIC REPORT

#### ACHIEVEMENTS AND PERFORMANCE

The following reports on the key deliverables associated with the objectives, strategies and activities to August 2018.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

- Assure High Level Academic Outcomes for all Pupils

The Vine measures the academic outcomes for all pupils through key data from the nationally recognised measurement points and through external validation including external validation by Ofsted.

Academic outcomes:

	2016	2017	2018	Difference
YR GLD	66%	75%	75%	+9%
Y1 Phonics	74%	80%	79%	+4%
Y2 Reading ARE	72%	74%	77%	+5%
Y2 Writing ARE	58%	69%	72%	+14%
Y2 Mathematics ARE	69%	74%	76%	+7%
Y6 Reading ARE	58%	66%	75%	+17%
Y6 Writing ARE	74%	70%	79%	+5%
Y6 Mathematics ARE	67%	74%	70%	+3%
Y6 RWM Combined ARE	49%	56%	61%	+12%

Therefore in the year to August the Vine has improved its academic performance against all of the key national measurements.

In the year to 31 August 2018 three Vine academies were inspected by Ofsted. As a result 13 of the 18 Vine academies are now rated as good, 3 are yet to be inspected as academies and 3 require improvement. (In the year to August 2017 10 of 16 Vine academies were rated as good by Ofsted).

- To embed continuous improvement

The Vine provide all academies with support from an approved education consultant. They work alongside the Headteacher to identify areas for improvements and measure the impact of development. All Vine academies benefit from an independent evaluation of performance annually. This provides schools with confirmation of the improvements they have made and clear areas for further improvement.

12 of the 18 schools in the Vine are sponsored (when they joined they were considered to need significant support and rapid improvement). Therefore, 6 of 18 (33%) schools joined the Vine as 'good' schools. At the end of August 2018 12 of 18 schools were rated 'good' by Ofsted (67%).

In the year to the end of August 2018 12 of 18 academies were rated as 'good' or better by SIAMS.

- To ensure high-quality leadership and robust governance at all levels

The Trust has through direct investment improved the quality of staff in its academies by providing matched funding for a range of development courses. Staff have access to Executive Leadership programmes, Church School Leadership courses, the NPQSL, NPQML, OTP, ITP and School Business Manager Diplomas among others.

Four separate hubs have been established for nine Vine academies. These support local governance across more than one school. This has strengthened local governance and therefore the leadership in individual academies.

- To facilitate a significant growth in pupil numbers to increase the Vine's reach and impact

The Vine continues to grow and therefore continues to be able to provide additional support to schools as it achieves greater economies of scale. In the year to the end of August 2018 2 convertor schools joined the Vine with more than 400 additional pupils. In addition a further sponsored school Rivenhall C of E primary school



# THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

## TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

joined the Vine from 1st September 2018.

### • KEY PERFORMANCE INDICATORS

Educational KPI's	KS2 Attainment (%)											
	Reading			Writing			Mathematics			RWM		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
St Andrew's	76	74	68	90	74	61	90	68	58	72	58	42
Southminster	40	38	58	52	46	73	56	54	73	36	29	58
Rolph	53	71	77	81	77	84	69	77	71	53	68	71
Great Clacton	53	68	82	81	69	80	69	71	74	45	51	69
St Cedd's	55	65	67	86	83	75	59	87	58	50	61	58
Howbridge	62	71	73	74	77	83	64	85	60	47	67	56
Mistley Norman	60	43	56	100	57	67	60	29	33	60	14	33
St James Harlow	72	70	83	60	80	80	67	73	97	60	67	80
Latchingdon	50	85	88	64	77	76	71	85	88	43	70	70
St Osyth	55	55	61	65	43	78	58	61	64	40	34	58
St Margaret's *		86	79		89	95		86	100		79	74
St James Col *		55	88		58	83		70	61		46	53
Orsett **		90	80		87	90		93	83		87	70
Bulphan **		****	33		85	67		****	67		****	33
Belchamp St Paul **		94	100		88	85		82	92		71	85
Ridgewell **		100	79		86	66		86	59		86	59
Vine Average	58	66	75	74	69	79	67	73	70	49	55	61
William Martin Infants ***			N/A			N/A			N/A			N/A
William Martin Juniors ***			68			73			56			51

Educational KPI's	KS2 Progress for RWM compared to national									
	Reading			Writing			Mathematics			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2018
St Andrew's	2.84	1.1	-3.2	2.15	0.7	0.4	0.82	0.5	-0.6	
Southminster	-5.34	-4.9	-2.0	-4.68	-4.4	-4.3	-2.29	-3.3	-2.6	
Rolph	-2.9	-0.6	0.3	-0.17	-1.1	0.6	-1.14	0.3	-0.3	
Great Clacton	-1.89	-0.3	-0.2	2.17	-1.18	-0.6	-0.89	-1.0	-1.4	
St Cedd's	-1.45	-3.9	-4.8	4.32	1.0	-4.3	-0.71	-0.6	-5.9	
Howbridge	-0.3	-1.11	-0.8	2.42	0.3	0.2	-1.66	-0.8	-3.0	
Mistley Norman	-0.98	-2.7	-4.9	4.12	-3.2	-3.9	0.39	-6.0	-9.1	
St James Harlow	2.7	0.7	0.7	-3.14	2.5	1.1	0.63	1.8	4.7	
Latchingdon	-3.38	1.9	-1.4	2.55	-0.3	-1.0	1.59	0.9	-1.4	
St Osyth	-1.97	-0.6	-1.9	-1.26	-2.9	1.2	-1.69	-0.7	-2.2	
St Margaret's *		2.4	-2.3		3.8	1.9		1.9	-0.7	
St James Col *		-2.5	2.3		-1.9	0.9		-0.8	-1.7	
Orsett **		0.3	-0.7		0.3	2.3		0.7	-1.6	
Bulphan **		****			4.0			****		
Belchamp St Paul		2.6	5.0		0.9	0.1		0.7	2.9	
Ridgewell **		0.5	6.5		-2.6	2.5		-0.9	2.2	
Vine Average	-1.27	-1.04	-0.5	0.85	-0.92	0.04	-0.5	-0.82	-1.5	
William Martin Infants ***			N/A			N/A			N/A	
William Martin Juniors ***			N/A			N/A			N/A	

\* School joined the Vine in October 2016  
 \*\* School joined the Vine in July or August 2017  
 \*\*\* School joined in May 2018  
 \*\*\*\* No 2017 published data is available

Trust Profile	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Number of Academies	2	4	6	16	18
Total number of pupils	377	904	1272	3161	3585
Published Admission Number (PAN)	490	1084	1574	3462	3900
Occupancy (%)	76.9%	83.4%	80.8%	91.3%	91.9%

16/17 include transfer of 4 Academies from Diocese of Chelmsford Sower Schools Trust

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2018

Income KPI's <sup>1</sup>	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Total income per pupil (£)	3,335	5,088	4,874	4,913	4,774
GAG income per pupil (£)	2,591	3,948	3,413	3,308	3,660
Pro-rata GAG income per pupil (£) <sup>4</sup>	4,028	3,997	3,986	3,970	3,965
GAG income as a % of total income	77.7%	77.6%	70%	75.4%	73.8%
Non GAG income per pupil (£) <sup>2</sup>	744	1,140	1,461	1,605	1,114
Capital income per pupil (£)	16	424	871	451	236
Capital income as a % of total income	0.5%	8.3%	17.9%	9.2%	4.7%

Staff KPI's <sup>1</sup>	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Total staff costs as a % of total expenditure	72.7%	70.9%	62.4%	70.6%	76.8%
Teaching staff costs as a % of total expenditure	57.3%	54.7%	48.0%	51.2%	55.7%
Teaching staff costs as a % of total staff expenditure	78.8%	77.2%	76.9%	72.5%	72.6%
% of teaching to non-teaching staff	46.7%	37.7%	41.3%	38.1%	36.0%
Non-teaching support costs as a % of total expenditure	15.4%	16.2%	14.1%	19.4%	21.1%
Staff costs as a % of GAG income	88.4%	90.4%	95.7%	106.2%	107.0%
Pupil to teacher ratio	18:1	21:1	27:1	27:1	25:1
Pupil to non-teaching staff ratio	16:1	16:1	17:1	17:1	14:1

Expenditure KPI's <sup>1</sup>	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Total expenditure as a % of total income	94.0%	99.0%	95.4%	100.6%	96.6%
Expenditure on curriculum resources as a % of total expenditure	7.4%	8.0%	6.6%	6.6%	5.8%
Expenditure on maintenance of premises (excluding capital projects) as a % of revenue expenditure <sup>3</sup>	2.7%	1.2%	1.4%	1.8%	0.9%
Expenditure on maintenance of premises as a % of total expenditure <sup>2</sup>	2.7%	5.7%	18.1%	9.9%	3.4%

Surpluses and deficits KPI's	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Closing pension scheme deficit	910,000	1,168,002	3,554,000	7,715,000	8,119,000
Closing pension scheme deficit per pupil	1,396	1,650	2,747	2,441	2,265

Balance Sheet KPI's	Trust 13/14	Trust 14/15	Trust 15/16	Trust 16/17	Trust 17/18
Cash balances as a % of total income	21.9%	17.6%	23.6%	19.9%	24.9%
Net current assets as a % of income	20.3%	25.9%	33.5%	24.5%	21.5%
Ratio of current assets against current liabilities	2.88:1	3.71:1	3.42:1	3.17:1	4.56:1

<sup>1</sup> Excludes notional rent charges and donations  
<sup>2</sup> Includes capital fund  
<sup>3</sup> Introduced as a key operating metric 16/17  
<sup>4</sup> Adjusted pro-rata for pupils joining the trust

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

#### ● GOING CONCERN

The Vine constantly undertakes rigorous central analysis of financial forecasts, this includes impact analysis of the proposed new National Funding Formula. Monitoring risks and implementation of effective strategic financial planning enables Vine academies to remain both viable and flexible in the short to medium term.

The Vine has implemented a number of strategic projects during the period, to enhance the scope, functionality and operational efficiency of its financial, personnel, business and pupil data applications. The resulting efficiencies and cost savings benefit existing academies, enable the core-offer to expand and position the Trust for the next phase of its growth within a challenging sector.

Having considered the additional impact and uncertainty around future funding and their continued growth plans, and after making appropriate enquiries, the Board of trustees has a reasonable expectation that The Vine 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 Statement of Accounting Policies.

#### ● FINANCIAL REVIEW

The Vine's principal source of income is obtained from the Education & Skills Funding Agency (ESFA), in the form of recurrent grants and start-up grants which are restricted for particular purposes. The grants received from the ESFA during the period ending 31 August 2018 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

Incoming resources for the year ending 31 August 2018 totalled £18,125,773, of which £15,767,169 was restricted funding received from the DfE and ESFA. Total resources expended for the year were £19,296,309.

During the period ended 31 August 2018 expenditure excluding balances transferred from conversion, exceeded educational income by £373,176 (2017: £921,206).

Unrestricted funds totalling £1,782,918 at 31 August 2018 (at 31 August 2017: £1,648,146) are utilised at the discretion of the Trustees to enhance and improve educational support and resources in The Vine's member schools.

The Vine also receives grants for fixed assets from the ESFA. In accordance with the Charities Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015), such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned and determined by the Trusts Accounting Policy.

At 31 August 2018 the net book value of tangible fixed assets was £503,925 (2017: £427,173).

The Trust's Fund balances before fixed asset fund and pension reserve adjustments, at 31 August 2018 were £4,821,831 (2017: £4,213,914), which represents a surplus of £607,917 (2017: £2,075,139) including £350,309 (2017: £2,320,316) which were inherited on conversion or transferred into the trust this year (excluding pension deficits).

Total cash balances at 31 August 2018 were £3,821,520.

During the previous period ten academies joined The Vine, providing some context to the significant variations reported between periods.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

The Board of Trustees continue to be alert to increasing pressure in the sector and the uncertainty surrounding a new National Funding Formula and some existing ring fenced funding streams. A programme to improve operational efficiency and introduce cost savings continue to be deployed with further strategies underway, the impact of which will not be fully realised until 2019/20.

The Vine has enhanced its educational, training and operational 'core offer' during the period, resulting in academy savings and improving opportunities for pupils and staff.

The Vine continues to advocate the need for financial prudence, requiring a minimum three year financial strategy in its academies. Close scrutiny to reserve balances and working capital enables the Trust and its constituent academies to remain flexible in the current climate.

#### ● RESERVES POLICY

The trustees review the reserve levels annually. This review is designed to ensure reserves are held at levels commensurate with identified needs of the Academy Trust and its constituent academies going forward. Restricted and unrestricted reserves will be at levels necessary to allow for future planned expenditure that cannot be met from the annual budget, allow for the replacement of large capital and infrastructure items, create and maintain a capacity to deal with unknown items of expenditure that cannot be expected to be funded from annual budgets and ensure appropriate provision is made for working capital.

During the period trustees determined local and 'pooled' central reserve programmes for all of its constituent academies. Specifically, academies are directed to build central reserves equating to 6% of their total restricted funds, generally within three years of conversion. Additionally, academies must ensure that a local general contingency equating to a minimum of 2% of the academy's total restricted funds are held with further guidance on building non-directed and operational contingencies documented in the trusts Capital and Revenue Reserves Policy.

With uncertainty surrounding future funding levels and rising costs, despite operational efficiencies being introduced, the trust is seeing increasing pressure on existing balances across its academies which it feels is likely to continue. The Trust is committed to maintaining a prudent Reserves Policy but recognises the challenges facing its academies, particularly those more recently converted. Reserve balances are reviewed regularly in all academies and form part of the financial planning across the Trust, consideration is being given to the continued relevance of the current reserves policy in the context of sector pressures early in the next period.

At 31 August 2018 the value of constituent academy restricted funds, excluding the fixed asset reserve and the pension funds were £3,038,913 (2017: £2,565,768) and unrestricted funds were £1,782,918, (2017: £1,648,146), totalling £4,821,831 (2017: £4,213,914) of which £643,173 (2017: £652,862) is held centrally by the Trust. In addition the trust holds centrally £393,700 (2017: £382,700) which has been set aside as a designated fund and held as a contingency fund.

Total restricted and unrestricted reserves held within the Academy Trust at 31 August 2018 represented 27% (2017: 31%) of overall income, of which £3,784,958 (2017: £3,156,870) is earmarked to be spent within three years.

The Trust notes that not all academies currently meet the minimum expectations set out in the Capital and Revenue Reserves Policy, however, implementation of identified strategies both locally and centrally are predicted to address this. The Trustees consider current provisions sufficient to cover unexpected costs.

#### ● INVESTMENT POLICY

All investments are made in accordance with the Investment Management Policy of the trust. The trust's policy on investments are one of minimum risk with all investments being held with the trust's bankers. The trust will nevertheless seek to maximise interest receipts within this arrangement. The Investment Management Policy is reviewed annually in November. Investments are made with regard to Charity Commission guidance in relation



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

to investments.

#### • PRINCIPAL RISKS AND UNCERTAINTIES

The Trustees have considered the risks faced by the Trust throughout its normal operational business, they have sought to address the risks by establishing appropriate governance and management arrangements, including the appointment of experienced executive officers, senior staff and other leaders, commissioning external specialists, engaging independent internal auditors in addition to establishing consistent robust operational policies and procedures. The Trustees maintain a corporate risk register and review risks across the Trust regularly. The Board considers that these arrangements have been effective throughout the period being reported.

The Trustees circulate a formal risk management policy to its member schools, weighted towards impact, supported by a detailed risk register, to more effectively document and track the managerial actions in relation to identified risks at a local establishment level.

At the time of reporting the Trust's identified key risks are as follows:

- Strategic – The Trust recognises an increasing exposure to risk associated with attracting new schools to enable it to grow, the change in Government policy driving academy conversion and negativity in the national press has had a direct impact resulting in this updated assessment. The Trustees have also seen considerable focus and diversity of solutions over the last few years around recruitment and retention of pupils, the increasingly 'competitive' nature of the sector has resulted in falling roll in some Academies, to mitigate this the Trustees have prepared numerous strategies for academies to consider in their local context in addition to recently forming a new Marketing and Sponsorship Committee to further explore mitigation of identified and potential risks. As the Trust grows increasing risk is attributed to its current support model, a consultation on financial structures is underway to address this.
- Governance – Risk that; some of the Governors and senior leaders do not yet possess all of the skills and experience required to run the academy schools although significant improvements made since the last report. Recruitment of Local Governors continues to be challenging, the formal amalgamation of several geographically close Local Governing Bodies into Local Boards has strengthened the governance position across the schools for which responsibility is held.
- Operational – The Trust has rationalised a number of systems and processes during the period, including bringing payroll in-house and the migration of pupil data into a new Management Information System, additionally a bespoke central IT platform has been developed and will be fully deployed during 2019. The Trustees report that the risks associated with these projects have been mitigated as far as possible. A consultation looking at the Financial Structures across the Trust is underway to address risks associated with growth, improve group operational efficiency and improve the 'on-boarding' process for new academies. Quality of management information has been a focus of attention during the period and a review is underway to provide greater local intelligence, to support more effective financial planning across academies, in line with the Academies Financial Handbook. The Trustees recognise that a more effective process for the identification, monitoring and communication of risks across all of its academies is required and will replace the existing model with a cloud based solution during the next period.
- Compliance – Although more robust procedures have been implemented, supported by central business management applications the Trust still considers that it may have some exposure to risk associated with non-compliance in some legislative areas across the Trust and its academy schools, this is receiving urgent attention.
- Financial – The sector continues to face uncertainty over future funding levels, during a period of increasing costs, greater clarity would support more effective strategic financial planning. The reduction or removal of the Pupil Premium grant would reduce the ability of the Trust to maintain current levels of support to those eligible pupils. Failure to maintain financial control in relation to academy budgets has

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

not been identified as a key risk but with increasing financial pressure the trust is monitoring this and the ability to maintain adequate levels of reserve balances closely.

- Data Risk – The introduction of GDPR during the period has resulted in a number of material and operational changes that the Trustees recognise will take a little time to fully embed. The rationalisation of internal systems and databases in conjunction with a new internal IT platform reduces data risks previously identified, however, the increasing sophistication and regularity of cyber-attacks and attempted third party fraud has necessitated the introduction of additional security measures and the risk, while currently managed, has been increased to reflect Trustee concerns and the importance of increasingly regular reviews in this area.

Mitigating actions and strategies, both current and planned have been identified and partially introduced to address these risks. This is true of all other risks that have been formally identified but have a lower level of impact and/or likelihood.

#### • FUNDRAISING

The Trust has not relied on fundraising activities to supplement existing revenue streams.

A Marketing and Sponsorship Committee was formed during the period, the remit of the committee will include exploration of group fundraising opportunities and determine appropriate controls and procedures required for future consideration by the Board.

#### • PLANS FOR FUTURE PERIODS

Informed by a thorough evaluation of the progress made by the Trust during 2017-18 and continuing to focus its long term intentions, The Diocese of Chelmsford Vine Schools Trust has set its priorities for the 2018-19 which both reflect and inform those of the constituent academies.

1. Ensure high-level academic outcomes for all pupils.
2. Embed continuous improvement.
3. Equip high quality leadership and robust governance at all levels.
4. Facilitate a significant growth in pupils numbers to increase the Vine's reach and impact.

The Vine will achieve these aims by:

- Promoting thriving links between schools, Vine academies, parishes and local churches.
- Fostering a close belonging to the family of Church of England schools across the Diocese.
- Supporting excellent teaching and learning underpinned by Christian identity and pedagogy.
- Promote local decision-making and educational enterprise within delegated responsibility, through a network of local 'hubs'.
- Organising and commission appropriate intensive support to schools, which are not yet 'Good'.
- Offering all its academies, educators and volunteers timely and relevant resources and practical training and support to fulfil their ambitions.
- Promoting mutual support, encouragement and benefit between our schools.

The 2018-19 trustees' report from the Multi Academy Trust will report progress against the key deliverables associated with each of these priorities.

During the period the Secretary of State issued two Academy Orders for schools to join the Academy Trust, both joined the Trust on 1 May 2018. Furthermore, at the time of writing this report, an additional school joined the trust 1st September 2018 and three new applications have been submitted to the Department for Education with the expectation of academy conversions taking place during the Spring 2019.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

---

#### FUNDS HELD AS CUSTODIAN

None.

#### EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF THE DISABLED

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The Academy Trust and its constituent Academies carry out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Trustees.

The Academy Trust has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- Equal opportunities policy
- Volunteers' policy
- Health & safety policy
- Information, Consultation and Facilities Agreement
- Recruitment Policy
- Redundancy and restructure Policy

The Chief Executive Officer has a standing committee responsible for negotiation and consultation with trade unions, the Joint Consultative Committee (JCC), which meets at least three times a year.

In accordance with the Academy Trust's Equal opportunities policy, the Vine has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the Academy Trust's offices.

#### DISCLOSURE OF INFORMATION TO AUDITORS

Insofar as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

#### AUDITORS

The auditors, Griffin Chapman, have indicated their willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

The Trustees' report was approved by order of the Board of Trustees, as the company directors, on 10/12/18 and signed on its behalf by:

T J Rose  
Chairman



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### GOVERNANCE STATEMENT

---

#### SCOPE OF RESPONSIBILITY

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

The Board of Trustees has delegated the day-to-day responsibility to the Chief Executive, 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 The Diocese of Chelmsford Vine Schools Trust and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

#### 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 6 times during the year. Attendance during the year at meetings of the Board of Trustees was as follows:

Trustee	Meetings attended	Out of a possible
J Costello	3	6
J M R Crane, CEO and Accounting Officer	6	6
G Flynn	3	6
C Haynes, Acting Chair of Trustees	5	6
P Howlett	6	6
B Lester (Finance Director)	5	6
D Olulode	5	6
R Poynter	3	6
P Preston , Chair of Trustees until 27/09/2017	1	1
T Rose (from 25/11/2017)	6	6
E Snowden	4	6
T Wood	2	6
D Wilde (from 16.07.18)	1	1

The Articles of Association stipulate that 3 Trustees is the number to be quorate at any meeting.

The Board of Trustees recruited one director during the period to enhance and compliment the skillset of the board, following two resignations leaves trustee membership standing at eleven, at the time of this report.

The Trustees are also directors of The Diocese of Chelmsford Vine Schools Trust, ensuring continuity for the academies within this Trust.

#### GOVERNANCE REVIEWS

During the period a review of governance and governance consultation have taken place. The process has contained a number of elements:

Skills audit and analysis of the Trustees and active recruitment to ensure complete skills coverage.  
Effectiveness reviews for the Trust and LGBs took place towards regularly during the period, including the completion of a skills matrix by each Trustee and Governor.

Following the local governance consultation:

Three Local Boards have been created during the period taking the total to five, involving eleven Vine academies, to provide consistent strategic leadership across those academies, the impact has been positive.



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### GOVERNANCE STATEMENT (continued)

---

The Finance Committee is a sub-committee of the main Board of Trustees. Its purpose is to regularly monitor income and expenditure against budgets, consider the annual budget before presentation to the Board of Trustees and consider the Trusts primary business partners and major contracts. It has a duty to report to the Board of Trustees on all significant financial matters.

This committee has formally met 5 times during the year.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
G Flynn	3	5
S Jones (from 11.05.18)	1	2
B Lester (Finance Director)	4	5
P Preston	1	1
T Rose	5	5
A Syred-Paul (from 11.05.18)	2	2
T Wood (until 16.03.18)	2	3

The Terms of Reference for the Finance Committee state the Committee will be quorate if 3 members are present and at least 50% of the members are Vine Trust Board Directors, whilst present at all meetings the Accounting Officer does not have voting rights on the committee.

The Standards and Performance Committee is a sub-committee of the main Board of Trustees. Its purpose is to review educational data, performance and outcomes of academies in the Vine Trust it co-ordinates school improvement across with Trust with delegated responsibility to ensure the Trustees meet their commitments in their role as Academy Sponsor and will have a duty to report to the Board of Trustees on all significant matters.

This committee has formally met 5 times during the year.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
J Costello	3	5
J Crane (from 13.07.18)	1	2
C Haynes (Chair)	5	5
P Howlett (until 13.07.18)	3	3
D Olulode	2	3
R Poynter (Vice Chair)	3	5
L Ratcliffe (from 13.07.18)	1	2
E Snowden	2	3
J Williams (from 13.07.18)	1	2
L Taylor (from 13.07.18)	2	2

The Terms of Reference for the Standards and Performance Committee state the Committee will be quorate if 3 members are present and at least 50% of the members are Vine Trust Board Directors.

The Pay Appeals Committee is a sub-committee of the main Board of Trustees. Its purpose is to review appeals received from employees of The Vine Trust and will have a duty to recommend and report to the Board of Trustees on all matters.

This committee did not convene during the period.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### GOVERNANCE STATEMENT (continued)

---

#### REVIEW OF VALUE FOR MONEY

As Accounting Officer, the Chief Executive 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 appropriate. The Accounting Officer for the academy trust has delivered improved value for money during the year by:

- Embedding the formal value for money policy, across the trust, to ensure a consistent 'good practice' approach to achieving value for money is adopted in the pursuit of economy, efficiency and effectiveness.
- Negotiating preferential 'group' arrangements with key supply and service providers which are accessible to all constituent academies and departments in the trust.
- Using key benchmarking data to inform senior leaders and trustees when considering budgets and to influence strategic decisions that strengthen the financial position of the trust and its constituent academies in the future.
- Identifying and implementing strategies to improve financial and administrative effectiveness across elements of the group. Whilst some progress has been made, further centralisation of some finance and administrative functions will improve value for money in the future.

#### THE PURPOSE OF THE SYSTEM OF INTERNAL CONTROL

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of 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 The Diocese of Chelmsford Vine Schools Trust for the year 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and financial statements.

#### CAPACITY TO HANDLE RISK

The Board of Trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks, that has been in place for the year 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

#### THE RISK AND CONTROL FRAMEWORK

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Board of Trustees;
- regular reviews by the Finance & Audit Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines.
- delegation of authority and segregation of duties;

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### GOVERNANCE STATEMENT (continued)

---

- identification and management of risks.

The Board of Trustees has considered the need for a specific internal audit function and has decided to appoint SBM Services Ltd as internal auditor.

The internal auditor's role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems. In particular the checks carried out in the current period included:

- Retesting previously identified controls not considered adequately robust, including external audit findings
- Testing of finance, administration, management systems and governance
- Testing of payroll systems and authentication processes
- Testing of procurement compliance, purchase and sales systems particularly surrounding charge card purchases
- Testing of control account/bank reconciliations
- Review of Fixed Asset register, acquisition and disposal procedures
- Review of budget integrity, approval and setting processes

On a semi-annual basis, the internal auditor reports to the Board of Trustees through the Finance and Audit Committee on the operation of the systems of control and on the discharge of the Board of Trustees' financial responsibilities.

The Finance & Audit Committee review the findings of the internal auditor half termly at their Committee meetings. During the period the internal auditors would ordinarily visit each school twice, not all second visits were completed during this reporting period. Following visits several operational processes were reviewed and updated, action plans are prepared, monitored and progress reports are regularly circulated to Senior Leaders, Governors and Trustees.

The Trust implemented a number of projects during the spring 2018, including moving payroll in-house and migration of pupil data into a more effective management information system, delaying the first and subsequently second internal audit visits. Outstanding visits have been completed between September 2018 and November 2018. Two academies that joined the trust in May 2018 will not be visited by internal auditors until spring 2019.

#### REVIEW OF EFFECTIVENESS

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

- the work of the internal auditor;
- the work of the external auditors;
- the financial management and governance self-assessment process;
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework.

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

Approved by order of the members of the Board of Trustees on 10/12/18 and signed on their behalf, by:

  
T J Rose  
Chairman

  
J M R Crane  
Accounting Officer

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

---

As Accounting Officer of The Diocese of Chelmsford Vine Schools Trust I have considered my responsibility to notify the academy trust board of trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the academy trust board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2017.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the board of trustees and ESFA.

  
J M R Crane  
Accounting Officer

10 December 2018

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 31 AUGUST 2018

---

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in 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 financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring 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 financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Trustees on 10/12/18 and signed on its behalf by:



T J Rose  
Chairman

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

---

#### OPINION

We have audited the financial statements of The Diocese of Chelmsford Vine Schools Trust (the 'academy trust') for the year ended 31 August 2018 which comprise the Statement of financial activities incorporating income and expenditure account, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the academy trust's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

#### BASIS FOR OPINION

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

#### CONCLUSIONS RELATING TO GOING CONCERN

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

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

#### OTHER INFORMATION

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

---

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

We have nothing to report in this regard.

#### OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

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

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

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

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF THE  
DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

---

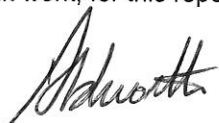
**AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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

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

**USE OF OUR REPORT**

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



Daniel Aldworth (Senior statutory auditor)

for and on behalf of

**Griffin Chapman**

Chartered Accountants  
Statutory Auditors

4 & 5 The Cedars  
Apex 12  
Old Ipswich Road  
Colchester  
Essex  
CO7 7QR

Date:

10 December 2018



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST AND THE EDUCATION & SKILLS FUNDING AGENCY

---

In accordance with the terms of our engagement letter dated 17 August 2016 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by The Diocese of Chelmsford Vine Schools Trust during the year 1 September 2017 to 31 August 2018 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 The Diocese of Chelmsford Vine Schools Trust and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to The Diocese of Chelmsford Vine Schools Trust and the 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 The Diocese of Chelmsford Vine Schools Trust and the ESFA, for our work, for this report, or for the conclusion we have formed.

#### RESPECTIVE RESPONSIBILITIES OF THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST'S ACCOUNTING OFFICER AND THE REPORTING ACCOUNTANT

The Accounting Officer is responsible, under the requirements of The Diocese of Chelmsford Vine Schools Trust's funding agreement with the Secretary of State for Education dated 1 November 2013, and the Academies Financial Handbook extant from 1 September 2017, 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 2017 to 2018. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

#### APPROACH

We conducted our engagement in accordance with the Academies Accounts Direction 2017 to 2018 issued by the 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's income and expenditure.

The work undertaken comprised:

- a) Obtaining a sufficient understanding of the framework of authorities which apply to the academy trust.
- b) Understanding the system of internal control to secure compliance with the framework of authorities.
- c) Considering the basis upon which the Accounting Officer is able to make statements on regularity, propriety and compliance in the Financial Statements.

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO THE  
DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST AND THE EDUCATION & SKILLS FUNDING  
AGENCY (continued)

---

- d) Assessing the risk of material irregularity, impropriety and non-compliance.
- e) Designing and carrying out tests and drawing of conclusions from this work to provide assurance over regularity, propriety and compliance.

**CONCLUSION**

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the year 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



Daniel Aldworth (Reporting Accountant)

**Griffin Chapman**

Chartered Accountants

4 & 5 The Cedars  
Apex 12  
Old Ipswich Road  
Colchester  
Essex  
CO7 7QR

Date: 10 December 2018

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 AUGUST 2018

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>INCOME FROM:</b>						
Donations & capital grants:						
Voluntary income - transfer from Local Authority on conversion	2	67,714	(1,155,000)	7,331	(1,079,955)	(1,855,196)
Voluntary income	2	-	282,595	-	282,595	938,095
Voluntary income - transfers of existing academies into the trust	2	-	-	-	-	(1,067,439)
Other donations and capital grants	2	-	1,154,125	845,309	1,999,434	2,158,334
Charitable activities	3	-	15,767,169	-	15,767,169	12,154,366
Other trading activities	4	65,241	1,089,472	-	1,154,713	1,118,831
Investments	5	1,817	-	-	1,817	1,745
<b>TOTAL INCOME</b>		<b>134,772</b>	<b>17,138,361</b>	<b>852,640</b>	<b>18,125,773</b>	<b>13,448,736</b>
<b>EXPENDITURE ON:</b>						
Charitable activities		-	19,155,975	140,334	19,296,309	16,561,121
<b>TOTAL EXPENDITURE</b>	6	<b>-</b>	<b>19,155,975</b>	<b>140,334</b>	<b>19,296,309</b>	<b>16,561,121</b>
<b>NET INCOME / (EXPENDITURE) BEFORE TRANSFERS</b>		<b>134,772</b>	<b>(2,017,614)</b>	<b>712,306</b>	<b>(1,170,536)</b>	<b>(3,112,385)</b>
Transfers between Funds	19	-	286,759	(286,759)	-	-
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>134,772</b>	<b>(1,730,855)</b>	<b>425,547</b>	<b>(1,170,536)</b>	<b>(3,112,385)</b>
Actuarial gains/(losses) on defined benefit pension schemes	26	-	1,800,000	-	1,800,000	1,537,000
<b>NET MOVEMENT IN FUNDS</b>		<b>134,772</b>	<b>69,145</b>	<b>425,547</b>	<b>629,464</b>	<b>(1,575,385)</b>
<b>RECONCILIATION OF FUNDS:</b>						
Total funds brought forward		1,648,146	(5,149,232)	783,090	(2,717,996)	(1,142,611)
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,782,918</b>	<b>(5,080,087)</b>	<b>1,208,637</b>	<b>(2,088,532)</b>	<b>(2,717,996)</b>

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)  
REGISTERED NUMBER: 08709542

BALANCE SHEET  
AS AT 31 AUGUST 2018

	Note	£	2018 £	£	2017 £
<b>FIXED ASSETS</b>					
Tangible assets	15		503,925		427,173
<b>CURRENT ASSETS</b>					
Stocks	16	9,313		4,785	
Debtors	17	2,936,223		3,305,651	
Cash at bank and in hand		3,821,520		2,922,854	
		<u>6,767,056</u>		<u>6,233,290</u>	
<b>CREDITORS:</b> amounts falling due within one year	18	(1,240,513)		(1,663,459)	
<b>NET CURRENT ASSETS</b>			<u>5,526,543</u>		<u>4,569,831</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>6,030,468</u>		<u>4,997,004</u>
Defined benefit pension scheme liability	26		(8,119,000)		(7,715,000)
<b>NET LIABILITIES INCLUDING PENSION SCHEME LIABILITIES</b>			<u>(2,088,532)</u>		<u>(2,717,996)</u>
<b>FUNDS OF THE ACADEMY</b>					
Restricted income funds:					
Restricted income funds	19	3,038,913		2,565,768	
Restricted fixed asset funds	19	1,208,637		783,090	
		<u>4,247,550</u>		<u>3,348,858</u>	
Restricted income funds excluding pension liability					
Pension reserve		(8,119,000)		(7,715,000)	
		<u>(3,871,450)</u>		<u>(4,366,142)</u>	
Total restricted income funds					
Unrestricted income funds	19		1,782,918		1,648,146
<b>TOTAL DEFICIT</b>			<u>(2,088,532)</u>		<u>(2,717,996)</u>

The financial statements on pages 29 to 60 were approved by the Trustees, and authorised for issue, on 10/12/18 and are signed on their behalf, by:

T J Rose  
Chairman



THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 AUGUST 2018

	Note	2018 £	2017 £
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	22	(89,014)	(995,060)
<b>Cash flows from investing activities:</b>			
Investment income		1,817	1,745
Purchase of tangible fixed assets		(209,754)	(170,141)
Capital grants from DfE Group		845,309	1,426,879
Capital funding received from sponsors and others		-	4,409
Cash transferred on conversion		4,285	313,070
Assets transferred on conversion		346,023	(78,821)
Cash transferred on existing academy transfer		-	962,313
Assets transferred on existing academy transfer		-	(125,696)
Pension liabilities assumed extinguished on settlements		-	(1,000)
<b>Net cash provided by investing activities</b>		<b>987,680</b>	<b>2,332,758</b>
<b>Change in cash and cash equivalents in the year</b>		<b>898,666</b>	<b>1,337,698</b>
Cash and cash equivalents brought forward		2,922,854	1,585,156
<b>Cash and cash equivalents carried forward</b>		<b>3,821,520</b>	<b>2,922,854</b>

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

---

#### 1. ACCOUNTING POLICIES

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

##### 1.1 Basis of preparation of financial statements

The financial statements of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

The Diocese of Chelmsford Vine Schools Trust constitutes a public benefit entity as defined by FRS 102.

##### 1.2 Going concern

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

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

---

#### 1. ACCOUNTING POLICIES (continued)

##### 1.3 Income

All income is recognised once the academy trust has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

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

General Annual Grant is recognised in full in the Statement of financial activities incorporating income and expenditure account in the year for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended. Unspent amounts of capital grant are reflected in the balance in the restricted fixed asset fund.

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the Statement of financial activities incorporating income and expenditure account in the period in which it is receivable, where receipt is probable and it is measurable.

Donations are recognised on a receivable basis where receipt is probable and the amount can be reliably measured.

Other income, including the hire of facilities, is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Where assets are received by the trust on conversion of an academy, the transferred assets are measured at fair value and recognised in the Balance sheet at the point when the risk and rewards of ownership pass to the trust. An equal amount of income is recognised as a transfer on conversion within Income from donations and capital grants.

Where assets are received on the transfer of an existing academy into the trust, the transferred assets are measured at fair value and recognised in the Balance sheet at the point when the risks and rewards of ownership pass to the trust, which is on signing of the transfer agreement with the transferring trust. An equal amount of income is recognised for the transfer of an existing academy into the trust within Income and donations and capital grants.



---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

---

#### 1. ACCOUNTING POLICIES (continued)

##### 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 allocated on the portion of the asset's use.

Expenditure on charitable activities are costs incurred on the academy's educational operations, including support costs and those costs relating to the governance of the academy appointed to charitable activities.

##### 1.5 Tangible fixed assets and depreciation

All assets costing more than £2,000 are capitalised and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of financial activities incorporating income and expenditure account 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 incorporating income and expenditure account. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on all tangible fixed assets other than freehold land, at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold property	-	125 years
Furniture and fixtures	-	7 years
Computer equipment	-	5 years

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 incorporating income and expenditure account.

##### 1.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the academy trust; this is normally upon notification of the interest paid or payable by the Bank.



---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

1. ACCOUNTING POLICIES (continued)

1.7 Operating leases

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

1.8 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 Liabilities and provisions

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 Financial instruments

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

*Financial assets* - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 17. Prepayments are not financial instruments. Amounts due to the academy trust's wholly owned subsidiary are held at face value less any impairment. 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 costs as detailed in note 18. 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 instruments. Amounts due to the academy trust's wholly owned subsidiary are held at face value less any impairment.

---

# THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

---

### 1. ACCOUNTING POLICIES (continued)

#### 1.13 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.

#### 1.14 Pensions

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ("TPS") and the Local Governments Pension Scheme ("LGPS"). These are defined benefit schemes.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 26, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of financial activities incorporating income and expenditure account 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.

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

1. ACCOUNTING POLICIES (continued)

1.15 Fund accounting

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

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

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

Transfers are made between the restricted fixed asset fund and the restricted general fund to the extent that fixed asset additions during the period are not covered by capital grants received, or vice versa to the extent that capital grants received are used to cover revenue expenditure.

1.16 Critical accounting estimates and areas of judgment

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

Critical accounting estimates and assumptions:

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 26, 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 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. 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.

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

2. INCOME FROM DONATIONS AND CAPITAL GRANTS

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £	Total funds 2017 £
Voluntary income - transfer from Local Authority on conversion	67,714	(1,155,000)	7,331	(1,079,955)	(1,855,196)
Voluntary income	-	282,595	-	282,595	938,095
Voluntary income - transfers of existing academies into the trust	-	-	-	-	(1,067,439)
Subtotal detailed disclosure	67,714	(872,405)	7,331	(797,360)	(1,984,540)
Donations	-	1,154,125	-	1,154,125	731,455
Grants	-	-	845,309	845,309	1,426,879
Subtotal	-	1,154,125	845,309	1,999,434	2,158,334
	67,714	281,720	852,640	1,202,074	173,794
Total 2017	966,295	(2,547,293)	1,754,792	173,794	

3. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>DfE/ESFA grants</b>				
General annual grant	-	13,120,560	13,120,560	10,456,756
Start up grants	-	190,000	190,000	145,000
Other DfE grants	-	2,456,609	2,456,609	1,552,610
	-	15,767,169	15,767,169	12,154,366
Total 2017	-	12,154,366	12,154,366	

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

4. OTHER TRADING ACTIVITIES

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Lettings income	65,241	-	65,241	60,171
Music services income	-	19,347	19,347	13,022
Catering income	-	466,397	466,397	517,708
Uniform income	-	1,697	1,697	1,383
Trip income	-	175,629	175,629	154,839
Sales of goods and services	-	3,967	3,967	1,267
Activity costs	-	187,369	187,369	29,898
Supply teachers insurance income	-	94,510	94,510	82,213
Other income	-	140,556	140,556	258,330
	<u>65,241</u>	<u>1,089,472</u>	<u>1,154,713</u>	<u>1,118,831</u>
Total 2017	<u>60,171</u>	<u>1,058,660</u>	<u>1,118,831</u>	

5. INVESTMENT INCOME

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Investment income - local cash	1,817	-	1,817	1,745
	<u>1,817</u>	<u>-</u>	<u>1,817</u>	
Total 2017	<u>1,745</u>	<u>-</u>	<u>1,745</u>	

6. EXPENDITURE

	Staff costs 2018 £	Premises 2018 £	Other costs 2018 £	Total 2018 £	Total 2017 £
Educational operations:					
Direct costs	10,188,854	-	1,195,818	11,384,672	9,198,551
Support costs	3,867,587	2,383,462	1,660,588	7,911,637	7,362,570
	<u>14,056,441</u>	<u>2,383,462</u>	<u>2,856,406</u>	<u>19,296,309</u>	<u>16,561,121</u>
Total 2017	<u>11,109,805</u>	<u>2,906,362</u>	<u>2,544,954</u>	<u>16,561,121</u>	

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2018 £	Support costs 2018 £	Total 2018 £	Total 2017 £
Educational operations	11,384,672	7,911,637	19,296,309	16,561,121
<i>Total 2017</i>	<i>9,198,551</i>	<i>7,362,570</i>	<i>16,561,121</i>	

Analysis of direct costs

	Educational operations £	Total 2018 £	Total 2017 £
Technology costs	23,915	23,915	42,968
Education supplies	617,472	617,472	607,236
Educational consultancy	318,331	318,331	273,701
Other direct costs	95,768	95,768	116,099
Wages and salaries	8,588,312	8,588,312	6,803,408
National insurance	675,995	675,995	525,605
Pension cost	924,546	924,546	727,131
Depreciation	140,333	140,333	102,403
	<b>11,384,672</b>	<b>11,384,672</b>	<b>9,198,551</b>
<i>At 31 August 2017</i>	<i>9,198,551</i>	<i>9,198,551</i>	



THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (continued)

Analysis of support costs

	Educational operations £	Total 2018 £	Total 2017 £
Pension costs	200,000	200,000	159,000
Staff costs	3,835,786	3,835,786	3,042,834
Technology costs	337,441	337,441	245,372
Recruitment and support	21,962	21,962	55,176
Maintenance of premises and equipment	713,468	713,468	1,549,905
Cleaning	79,161	79,161	75,093
Rent and rates	1,155,624	1,155,624	933,966
Energy costs	165,580	165,580	163,346
Insurance	210,118	210,118	134,956
Security and transport	59,512	59,512	38,270
Catering	511,407	511,407	402,225
Bank interest and charges	(3,702)	(3,702)	3,501
Other support costs	577,965	577,965	495,706
Audit and accountancy	47,315	47,315	63,220
	<u>7,911,637</u>	<u>7,911,637</u>	<u>7,362,570</u>
At 31 August 2017	<u>7,362,570</u>	<u>7,362,570</u>	

8. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	140,334	102,403
Auditors' remuneration - audit	22,000	22,000
Auditors' remuneration - other services	15,200	17,850
Governance internal audit costs	10,115	23,370
Operating lease rentals	37,807	23,676
	<u>225,456</u>	<u>199,299</u>

9. AUDITORS' REMUNERATION

The Auditor's remuneration amounts to an audit fee of £22,000 (2017 - £22,000), and other services of £15,200 (2017 - £17,850).

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

10. STAFF COSTS

a. Staff costs

Staff costs were as follows:

	2018 £	2017 £
Wages and salaries	10,641,981	8,497,686
Social security costs	790,112	619,415
Operating costs of defined benefit pension schemes	2,592,546	1,981,877
	<u>14,024,639</u>	<u>11,098,978</u>
Apprenticeship levy	31,802	10,827
	<u>14,056,441</u>	<u>11,109,805</u>

b. Staff numbers

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

	2018 No.	2017 No.
Teachers	182	152
Administration and support	412	348
Management	19	18
	<u>613</u>	<u>518</u>

Average headcount expressed as a full time equivalent:

	2018 No.	2017 No.
Teachers	156	115
Administration and support	220	170
Management	19	17
	<u>395</u>	<u>302</u>

c. Higher paid staff

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

	2018 No.	2017 No.
In the band £60,001 - £70,000	5	7
In the band £70,001 - £80,000	3	1
In the band £80,001 - £90,000	1	0

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

**10. STAFF COSTS (continued)**

7 of the 9 of the employees in the above bandings participated in the Teachers' Pension Scheme. During the year ended 31 August 2018, pension contributions for all the staff included in the Teachers Pension scheme amounted to £76,821 (2017: £65,558). The 2 other employees not in the Teachers Pension Scheme qualify for the Local Government Pension Scheme.

**d. Key management personnel**

The key management personnel of the academy trust comprise the trustees and senior management team as listed on page 1. The total of the employee benefits (including employer pension contributions) recieved by key management personnel for their services to the academy trust was £1,194,705 (2017: £1,020,815).

The spouse of a member of the key management was paid at pro-rata local rate band 2 point 16.

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

11. CENTRAL SERVICES

The academy has provided the following central services to its academies during the year:

- ICT support services and resources
- Financial services
- Legal and professional services
- Educational and training support services and resources
- Others as arising

The academy charges for these services on the following basis:

flat percentage of the General Annual Grant as follows:

- Southminster Church of England Primary School - 5% plus 2% towards school improvement
- St Cedd's Church of England Primary School - 5%
- Howbridge Church of England Junior School - 5% plus 2% towards school improvement
- St James Harlow Church of England Primary School - 5%
- Latchingdon Church of England Primary School - 5%
- St Osyth Church of England Primary School - 5% plus 2% towards school improvement
- St Andrews Church of England Primary School - 5%
- Rolph Church of England Primary School - 5%
- Great Clacton Church of England Junior School - 5%
- Mistley Norman Church of England Primary School - 5% plus 2% towards school improvement
- St James Colchester Church of England Primary School - 5% plus 2% towards school improvement
- St Margarets Church of England Academy - 5%
- Orsett Church of England Primary School - 5%
- Bulphan Church of England Academy - 5% plus 2% towards school improvement
- Belchamp St Paul Church of England Primary School - 5%
- Ridgewell Church of England Primary School - 5% plus 2% towards school improvement
- William Martin Church of England Infant School & Nursery - 5%
- William Martin Church of England Junior School - 5% plus 2% towards school improvement

The actual amounts charged during the year were as follows:

	2018	2017
	£	£
Southminster Church of England Primary School	50,951	51,841
St Cedd's Church of England Primary School	29,694	31,119
Howbridge Church of England Junior School	88,939	61,428
St James Harlow Church of England Primary School	43,298	43,872
Latchingdon Church of England Primary School	24,255	22,574
St Osyth Church of England Primary School	85,932	84,747
St Andrews Church of England Primary School	40,367	41,041
Rolph Church of England Primary School	40,692	39,391
Great Clacton Church of England Junior School	49,451	49,571
Mistley Norman Church of England Primary School	25,395	25,086
St James Colchester Church of England Primary School	106,270	96,254
St Margarets Church of England Academy	41,193	37,219
Orsett Church of England Primary School	41,002	7,038
Bulphan Church of England Academy	30,076	2,583
Belchamp St Paul Church of England Primary School	20,436	1,739
Ridgewell Church of England Primary School	29,037	2,472
William Martin Church of England Infant School & Nursery	17,430	-

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

**11. CENTRAL SERVICES (continued)**

William Martin Church of England Junior School	21,210	-
Total	<u>785,628</u>	<u>597,975</u>

**12. TRUSTEES' REMUNERATION AND EXPENSES**

One or more 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 other staff members under their contracts of employment, and not in respect of their role as Trustees. The value of Trustees' remuneration and other benefits was as follows:

		2018 £'000	2017 £'000
P Ward - remuneration	Remuneration		60-65
P Ward - employers pension contribution	Remuneration Pension contributions paid		10-15
John Crane - remuneration	Remuneration	80-85	75-80
John Crane - employers pension contribution	Remuneration Pension contributions paid	15-20	15-20

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year ended 31 August 2018, expenses totalling £7,498 (2017 - £1,841) were reimbursed to 1 Trustee (2017 - 2).

**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 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. OTHER FINANCE INCOME**

	2018 £	2017 £
Interest on pension scheme liabilities	<u>(200,000)</u>	<u>(159,000)</u>

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

15. TANGIBLE FIXED ASSETS

	Furniture and fixtures	Plant and equipment	Total
Cost			
At 1 September 2017	194,456	392,273	586,729
Additions	73,874	135,880	209,754
Transfer on conversion	-	7,332	7,332
At 31 August 2018	268,330	535,485	803,815
Depreciation			
At 1 September 2017	49,438	110,118	159,556
Charge for the year	37,743	102,591	140,334
At 31 August 2018	87,181	212,709	299,890
Net book value			
At 31 August 2018	181,149	322,776	503,925
At 31 August 2017	145,018	282,155	427,173

16. STOCKS

	2018 £	2017 £
Finished goods and goods for resale	9,313	4,785

17. DEBTORS

	2018 £	2017 £
Due after more than one year		
Other debtors	1,106,092	964,794
Due within one year		
Trade debtors	28,991	37,758
Other debtors	1,702,701	2,118,153
Prepayments and accrued income	98,439	184,946
	2,936,223	3,305,651



THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

18. CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Trade creditors	367,813	568,008
Other taxation and social security	222,328	199,763
Other creditors	256,148	340,396
Accruals and deferred income	394,224	555,292
	<u>1,240,513</u>	<u>1,663,459</u>

Included in other creditors is a Salix loan of £11,451 (2017 : £17,442 funded by the ESFA, this was an energy saving loan made to St Andrews Primary School during the year to 31st August 2015).

	2018 £	2017 £
Deferred income		
Deferred income at 1 September 2017	113,085	113,085
Resources deferred during the year	289,380	224,586
Amounts released from previous years	(113,085)	(113,085)
Deferred income at 31 August 2018	<u>289,380</u>	<u>224,586</u>

At the balance sheet date the academy trust was holding funds received in advance for universal infant free school meals.

19. STATEMENT OF FUNDS

	Balance at 1 September 2017 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2018 £
Unrestricted funds						
Designated Funds - all funds	<u>382,700</u>	<u>-</u>	<u>-</u>	<u>11,000</u>	<u>-</u>	<u>393,700</u>
General funds						
General Funds - all funds	<u>1,265,446</u>	<u>134,772</u>	<u>-</u>	<u>(11,000)</u>	<u>-</u>	<u>1,389,218</u>
Total Unrestricted funds	<u>1,648,146</u>	<u>134,772</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,782,918</u>

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

19. STATEMENT OF FUNDS (continued)

Restricted funds

General Annual Grant (GAG)	500,883	15,750,359	(15,024,956)	(532,241)	-	694,045
Right to occupy the land	1,929,588	1,294,488	(1,011,893)	-	-	2,212,183
Conversion and start-up grants	135,297	190,000	(192,612)	-	-	132,685
Pupil premium	-	1,058,514	(1,058,514)	-	-	-
Pension reserve	(7,715,000)	(1,155,000)	(1,868,000)	819,000	1,800,000	(8,119,000)
	<u>(5,149,232)</u>	<u>17,138,361</u>	<u>(19,155,975)</u>	<u>286,759</u>	<u>1,800,000</u>	<u>(5,080,087)</u>

Restricted fixed asset funds

Restricted Fixed Asset Funds - all funds	783,090	852,640	(140,334)	(286,759)	-	1,208,637
Total restricted funds	<u>(4,366,142)</u>	<u>17,991,001</u>	<u>(19,296,309)</u>	<u>-</u>	<u>1,800,000</u>	<u>(3,871,450)</u>
Total of funds	<u>(2,717,996)</u>	<u>18,125,773</u>	<u>(19,296,309)</u>	<u>-</u>	<u>1,800,000</u>	<u>(2,088,532)</u>

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

The Multi Academy Trust's principle source of income is government funding derived from the Education Skills and Funding Agency (ESFA) in the form of recurrent grants and start up grants, the use of which is restricted to particular purpose. the grants received from the ESFA during the period ended 31 August 2018 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

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

The balance sheet includes a liability of £8,119,000 in relation to the Academy's FRS 102 valuation of the Local Government Pension Scheme (see note for further details).

The Board of Trustees are acutely aware of the future impact of a continuing reduction in pupil led funding levels, in conjunction with the potential conflict of new ring fenced funding streams on existing pupil specific grants. It has therefore been deemed appropriate that financial prudence is practiced and an increased reserves programme is being introduced to enable the Trust and its's member schools to more effectively react to unforeseen events. £11,000 has been transferred in the year to a designated fund.

---

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

---

**19. STATEMENT OF FUNDS (continued)**

**ANALYSIS OF ACADEMIES BY FUND BALANCE**

Fund balances at 31 August 2018 were allocated as follows:

	<b>Total 2018 £</b>	<i>Total 2017 £</i>
Southminster Church of England Primary School	361,489	361,046
St Cedd's Church of England Primary School	281,270	289,273
Howbridge Church of England Junior School	356,864	326,346
St James Church of England Primary	289,914	239,831
Latchingdon Church of England Primary	131,077	104,086
St Osyth Church of England Primary	376,604	252,629
St Andrews Church of England Primary	266,534	190,499
Rolph Church of England Primary	369,254	306,435
Great Clacton Church of England Junior School	249,351	235,849
Mistley Norman Church of England Primary	13,211	35,503
St James Colchester Church of England Primary	298,886	395,489
St Margarets Church of England Academy	332,158	288,871
Orsett Church of England Primary	139,892	187,646
Bulphan Church of England Academy	117,507	77,000
Belchamp St Paul Church of England Primary	104,836	150,716
Ridgewell Church of England Primary	109,891	119,832
William Martin Church of England Infant School	196,100	-
William Martin Church of England Junior School	195,190	-
Central Services	631,803	652,862
Total before fixed asset fund and pension reserve	<b>4,821,831</b>	4,213,913
Restricted fixed asset fund	<b>1,208,637</b>	783,090
Pension reserve	<b>(8,119,000)</b>	(7,715,000)
Total	<b><u>(2,088,532)</u></b>	<u>(2,717,997)</u>

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

**19. STATEMENT OF FUNDS (continued)**

**ANALYSIS OF ACADEMIES BY COST**

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

	Teaching and educational support staff costs £	Other support staff costs £	Educational supplies £	Other costs excluding depreciat- ion £	Total 2018 £	Total 2017 £
Southminster Church of England Primary School	575,400	184,340	77,710	222,309	1,059,759	1,423,808
St Cedd's Church of England Primary School	411,003	158,392	63,347	145,919	778,661	826,312
Howbridge Church of England Junior School	1,021,459	406,868	108,089	447,947	1,984,363	2,554,927
St James Church of England Primary School	661,572	219,238	75,886	192,369	1,149,065	1,160,364
Latchingdon Church of England Primary School	336,648	106,108	23,206	154,665	620,627	620,507
St Osyth Church of England Primary School	956,146	264,078	72,914	315,343	1,608,481	1,582,659
St Andrews Church of England Primary	544,992	172,693	58,786	183,390	959,861	1,135,360
Rolph Church of England Primary	570,054	156,933	45,619	157,236	929,842	915,515
Great Clacton Church of England Juniors	788,955	258,044	65,337	308,842	1,421,178	1,438,760
Mistley Norman Church of England Primary	311,444	52,668	32,802	165,912	562,826	714,926
St James Colchester Church of England Primary	1,239,847	508,486	124,542	421,150	2,294,025	2,030,686
St Margarets Church of England Academy	641,008	242,298	33,529	234,091	1,150,926	977,648
Orsett Church of England Primary	621,963	233,189	58,828	200,101	1,114,081	162,911
Bulphan Church of England Academy	300,040	98,964	28,241	113,719	540,964	36,075
Belchamp St Paul Church of England Primary	333,852	82,697	32,004	99,658	548,211	39,218
Ridgewell Church of England Primary	328,601	112,394	25,344	112,817	579,156	35,596

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

**19. STATEMENT OF FUNDS (continued)**

William Martin Curch of England Infant School	227,499	63,064	12,320	50,430	353,313	-
William Martin Church of England Junior School	255,047	109,480	12,282	74,011	450,820	-
Central Services	63,325	437,652	104,700	444,139	1,049,816	803,446
	<u>10,188,855</u>	<u>3,867,586</u>	<u>1,055,486</u>	<u>4,044,048</u>	<u>19,155,975</u>	<u>16,458,718</u>

**STATEMENT OF FUNDS - PRIOR YEAR**

	<i>Balance at 1 September 2016 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2017 £</i>
Designated Funds - all funds	289,600	-	-	93,100	-	382,700
General Funds - all funds	<u>330,335</u>	<u>1,028,211</u>	<u>-</u>	<u>(93,100)</u>	<u>-</u>	<u>1,265,446</u>
Restricted funds						
Restricted Funds - all funds	678,732	13,581,007	(14,214,726)	591,167	-	636,180
Right to occupy the land	840,108	1,919,726	(830,246)	-	-	1,929,588
Pension reserve	(3,554,000)	(4,835,000)	(1,413,746)	550,746	1,537,000	(7,715,000)
	<u>(2,035,160)</u>	<u>10,665,733</u>	<u>(16,458,718)</u>	<u>1,141,913</u>	<u>1,537,000</u>	<u>(5,149,232)</u>
Restricted fixed asset funds						
Restricted Fixed Asset Funds - all funds	<u>272,614</u>	<u>1,754,792</u>	<u>(102,403)</u>	<u>(1,141,913)</u>	<u>-</u>	<u>783,090</u>

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

**20. THE RIGHT TO OCCUPY THE LAND (INCLUDING BUILDINGS)**

The academy trust occupies the land (including buildings) which are owned by its trustees who are incumbent and churchwardens in the case of Latchingdon Church of England Primary School and Chelmsford Diocesan Board of Finance in the case of the other schools. The Trustees are the providers of the academies on the same basis as when the academies were maintained schools. The Academy Trust Company occupies the land (and buildings) under a licence to occupy. This continuing permission of their Trustees is pursuant to, and subject to the Trustees' charitable objects, and is part of the Church of England contribution since 1833 to provide state funded education in partnership with the state. The licence delegates aspects of the management of the land (and buildings) to the Academy Trust Company for the time being, but does not vest any rights over the land in the Academy Trust Company. The trustees have given an undertaking to the Secretary of State that they will not give the Academy Trust less than two years notice to terminate the occupation of the land (including the buildings). Having considered the factual matrix under which the Academy Trust is occupying the land the Trustees' have considered that a donation in kind and a rent expense of £1,011,893 should be included in the accounts each year which amounts to 1/50th of the insurance rebuild value pro-rata and a value in use of £2,212,183 should be considered as being twice the annual rental value, this is included in other debtors and shown as a separate restricted fund.

In addition the 'Right to Occupy the Land and Buildings' value also includes for 12 of the 18 schools within the trust where the agreements exist, consideration for the 125 year leases at peppercorn value with Essex County Council for the school playing fields and at one school the playing fields and swimming pool facilities.

**21. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
Tangible fixed assets	-	-	503,925	503,925
Debtors due after more than 1 year	-	1,106,092	-	1,106,092
Current assets	1,782,920	3,173,332	704,712	5,660,964
Creditors due within one year	-	(1,240,513)	-	(1,240,513)
Provisions for liabilities and charges	-	(8,119,000)	-	(8,119,000)
	<u>1,782,918</u>	<u>(5,080,087)</u>	<u>1,208,637</u>	<u>(2,088,532)</u>



THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds	Restricted funds	Restricted fixed asset funds	Total funds
	2017 £	2017 £	2017 £	2017 £
Tangible fixed assets	-	-	427,173	427,173
Debtors due after more than 1 year	-	964,794	-	964,794
Current assets	1,648,146	3,264,433	355,917	5,268,497
Creditors due within one year	-	(1,663,459)	-	(1,663,459)
Provisions for liabilities and charges	-	(7,715,000)	-	(7,715,000)
	<u>1,648,146</u>	<u>(5,149,232)</u>	<u>783,090</u>	<u>(2,717,996)</u>

22. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018 £	2017 £
Net expenditure for the year (as per Statement of Financial Activities)	(1,170,536)	(3,112,385)
<b>Adjustment for:</b>		
Depreciation charges	140,334	102,403
Investment income	(1,817)	(1,745)
Increase in stocks	(4,528)	(2,840)
Decrease/(increase) in debtors	369,429	(1,702,417)
(Decrease)/increase in creditors	(422,946)	729,593
Capital grants from DfE and other capital income	(845,310)	(1,426,878)
Defined benefit pension scheme obligation inherited on conversion	1,155,000	2,572,000
Defined benefit pension scheme cost less contributions payable	849,000	704,000
Defined benefit pension scheme finance Cost	200,000	159,000
Net profit on assets and liabilities from local authority on conversion	(357,640)	(78,821)
Capital Donation	-	(4,409)
Defined benefit pension scheme obligation inherited on transfer from another multi-academy trust	-	2,263,000
Net profit on fixed assets and liabilities transferred from another multi-academy trust	-	(125,696)
Net profit on current assets and liabilities transferred from another multi-academy trust	-	(1,069,865)
Net cash used in operating activities	<u>(89,014)</u>	<u>(995,060)</u>

**THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

**23. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2018 £	2017 £
Cash in hand	3,821,520	2,922,854
Total	<u>3,821,520</u>	<u>2,922,854</u>

**24. CONVERSION TO AN ACADEMY TRUST**

On 1 May 2018 William Martin Church of England Infant School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to The Diocese of Chelmsford Vine Schools Trust from Essex County Council for £NIL consideration.

The transfer has been accounted for as a combination that is in substance a gift. The assets and liabilities transferred were valued at their fair value and recognised in the Balance sheet under the appropriate headings with a corresponding net amount recognised as a net gain in the Statement of financial activities incorporating income and expenditure account as Donations - transfer from local authority on conversion

The following table sets out the fair values of the identifiable assets and liabilities transferred and an analysis of their recognition in the Statement of financial activities incorporating income and expenditure account.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Other tangible fixed assets	-	-	5,045	5,045
Other assets	-	131,880	-	131,880
Budget surplus/(deficit) on LA funds	63,428	-	-	63,428
LGPS pension surplus/(deficit)	-	(431,000)	-	(431,000)
Net assets/(liabilities)	<u>63,428</u>	<u>(299,120)</u>	<u>5,045</u>	<u>(230,647)</u>

Include any relevant details of the nature and terms of the transfer agreement (e.g. lease terms).

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

**CONVERSION TO AN ACADEMY TRUST**

On 1 May 2018 William Martin Church of England Junior School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to The Diocese of Chelmsford Vine Schools Trust from Essex County Council for £NIL consideration.

The transfer has been accounted for using the acquisition method. The assets and liabilities transferred were valued at their fair value and recognised in the Balance sheet under the appropriate headings with a corresponding net amount recognised as net incoming resources in the Statement of financial activities incorporating income and expenditure account as voluntary income.

The following table sets out the fair values of the identifiable assets and liabilities transferred and an analysis of their recognition in the Statement of financial activities incorporating income and expenditure account.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Other tangible fixed assets	-	-	2,286	2,286
Other assets	-	150,715	-	150,715
LGPS pension surplus/(deficit)	-	(724,000)	-	(724,000)
Net assets/(liabilities)	-	(573,285)	2,286	(570,999)

An additional unrestricted balance of £4,286 was received relating to academy conversions that occurred during the previous year.

**25. CAPITAL COMMITMENTS**

At 31 August 2018 the academy had capital commitments as follows:

	2018 £	2017 £
Contracted for but not provided in these financial statements	498,618	207,652

**26. PENSION COMMITMENTS**

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2016.

Contributions amounting to £223,364 were payable to the schemes at 31 August 2018 (2017 - £203,371) and are included within creditors.

---

## THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

---

#### 26. PENSION COMMITMENTS (continued)

##### Teachers' Pension Scheme

###### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

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

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

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

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

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

The employer's pension costs paid to TPS in the period amounted to £924,546 (2017 - £727,131).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website ([www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx](http://www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx)).

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

###### Local Government Pension Scheme

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2018 was £786,051 (2017 - £615,060), of which employer's contributions totalled £805,387 (2017 - £452,060) and employees' contributions totalled

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

**26. PENSION COMMITMENTS (continued)**

£224,000 (2017 - £163,000). The agreed contribution rates for future years are 19.7% - 22.9%% for employers and 5.5 - 12.5%% for employees.

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

Principal actuarial assumptions:

	2018	2017
Discount rate for scheme liabilities	2.66 %	2.59 %
Expected return on scheme assets at 31 August	2.30 %	2.70 %
Rate of increase in salaries	3.80 %	4.20 %
Rate of increase for pensions in payment / inflation	3.30 %	3.60 %
Inflation assumption (CPI)	2.30 %	2.70 %
Commutation of pensions to lump sums	50.00 %	50.00 %

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

	2018	2017
Retiring today		
Males	22.3	22.2
Females	24.8	24.7
Retiring in 20 years		
Males	24.5	24.3
Females	27.1	27.0

	At 31 August 2018 £	At 31 August 2017 £
Sensitivity analysis		
Discount rate +0.1%	750,000	11,814,000
Discount rate -0.1%	788,211	12,417,000
Mortality assumption - 1 year increase	794,368	12,514,000
Mortality assumption - 1 year decrease	744,316	11,724,000
CPI rate +0.1%	772,105	12,362,000
CPI rate -0.1%	765,737	11,870,000

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

26. PENSION COMMITMENTS (continued)

The academy's share of the assets in the scheme was:

	Fair value at 31 August 2018 £	Fair value at 31 August 2017 £
Equities	4,135,000	2,868,000
Gilts	727,000	445,000
Corporate bonds	-	-
Cash	-	-
Property	577,000	426,000
Cash and other liquid assets	221,000	136,000
Alternative assets	580,000	336,000
Other managed funds	250,000	187,000
Total market value of assets	<u>6,490,000</u>	<u>4,398,000</u>

The actual return on scheme assets was £313,000 (2017 - £427,000).

The amounts recognised in the Statement of financial activities incorporating income and expenditure account are as follows:

	2018 £	2017 £
Current service cost	(1,668,000)	(1,254,746)
Interest cost	(200,000)	(159,000)
Total	<u>(1,868,000)</u>	<u>(1,413,746)</u>

Movements in the present value of the defined benefit obligation were as follows:

	2018 £	2017 £
Opening defined benefit obligation	12,115,196	4,443,660
Upon conversion	1,996,000	3,915,000
Transferred in on existing academies joining the trust	-	3,259,790
Current service cost	1,668,000	1,254,746
Interest cost	333,000	225,000
Employee contributions	224,000	163,000
Actuarial gains	(1,620,000)	(1,176,000)
Actuarial (gains)/losses	-	145,000
Effect of non-routine settlements	(105,000)	(116,000)
Liabilities assumed extinguished on settlements	-	1,000
Closing defined benefit obligation	<u>14,611,196</u>	<u>12,115,196</u>



---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

**26. PENSION COMMITMENTS (continued)**

Movements in the fair value of the academy's share of scheme assets:

	2018 £	2017 £
Opening fair value of scheme assets	4,400,196	889,781
Upon conversion	841,000	1,343,000
Transferred in on existing academies joining the trust	-	996,670
Interest income	133,000	66,000
Actuarial losses	180,000	361,000
Employer contributions	819,000	550,745
Employee contributions	224,000	163,000
Benefits paid	(105,000)	(116,000)
Return on assets	-	145,000
Settlement prices recieved/(paid)	-	1,000
	<hr/>	<hr/>
Closing fair value of scheme assets	6,492,196	4,400,196
	<hr/>	<hr/>

**27. OPERATING LEASE COMMITMENTS**

At 31 August 2018 the total of the Academy trust's future minimum lease payments under non-cancellable operating leases was:

	2018 £	2017 £
Amounts payable:		
Within 1 year	36,603	30,450
Between 1 and 5 years	72,724	37,269
	<hr/>	<hr/>
Total	109,327	67,719
	<hr/>	<hr/>

**28. MEMBERS' LIABILITY**

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

---

THE DIOCESE OF CHELMSFORD VINE SCHOOLS TRUST

(A company limited by guarantee)

---

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018

---

**29. RELATED PARTY TRANSACTIONS**

Owing to the nature of the academy trust 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 Trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH and with the trust's financial regulations and normal procurement procedures relating to connected and related party transactions.

During the year The Diocese of Chelmsford agreed to donate £92,889 to The Diocese of Chelmsford Vine Schools Trust to cover the merger costs with The Diocese of Chelmsford Sower Schools Trust. At 31 August 2018 £14,752 (2017: £nil) was owed from The Diocese of Chelmsford Vine Schools Trust. During the year £31,498 of expenses were re-charged (2017: £11,040) from The Diocese of Chelmsford to The Diocese of Chelmsford Vine Schools Trust. At 31st August 2018 £358 (2017: £nil) was owed to The Diocese of Chelmsford.

In entering into the transactions above, the trust has complied with the requirements of the ESFA's Academies Financial Handbook.