

Company Registration Number: 11442865 (England & Wales)

Coppice Primary Partnership
(A company limited by guarantee)

Annual report and financial statements
for the period 2 July 2018 to 31 August 2019

Coppice Primary Partnership
(A company limited by guarantee)

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Coppice Primary Partnership
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Reference and administrative details

Members	P Burbidge (appointed 2 July 2018) C Hardy (appointed 2 July 2018) S Knowles (appointed 2 July 2018) A Nursey (appointed 2 July 2018) J Prideaux (appointed 2 July 2018)
Trustees	C Hardy, Chair of Trustees (appointed 2 July 2018) C Cuddington (appointed 2 July 2018) ¹ J Edgar (appointed 24 July 2019) ¹ I Linney-Drouet (appointed 9 October 2019) ² C Long (appointed 2 July 2018, resigned 24 May 2019) A Maitland (appointed 2 July 2018) ¹ P McKerrow (appointed 2 July 2018, resigned 12 June 2019) P Murphy (appointed 2 July 2018) D Webb, Executive Headteacher and Chief Executive Officer (appointed 2 July 2018) ¹ Member of Finance and Audit committee ² Co-opted Trustee
Company registered number	11442865
Company name	Coppice Primary Partnership
Principal and registered office	Loose Primary School Loose Road Maidstone Kent ME15 9UW
Chief executive officer	D Webb
Senior management team	D Webb, Chief Executive Officer / Executive Headteacher S Holman, Headteacher at Loose Primary School G Mazza, Headteacher at Coxheath Primary School R Powell, Headteacher at St Katherine's School & Nursery (from 1 November 2019) A Lacey, Chief Finance Officer / Trust Business Manager

Coppice Primary Partnership
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Reference and administrative details (continued)
for the period ended 31 August 2019

Independent auditor	Kreston Reeves LLP Chartered Accountants Statutory Auditor Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU
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Bankers	Lloyds Banking Group Commercial Banking 2nd Floor 125 Colmore Road Birmingham B3 3SD
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Solicitors	Brachers LLP Somerfield House 59 London Road Maidstone Kent ME16 8JH
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Coppice Primary Partnership
(A company limited by guarantee)

Trustees' report
for the period ended 31 August 2019

The Trustees present their annual report together with the financial statements and auditor's report of the Charitable Company for the period 2 July 2018 to 31 August 2019. The annual report serves the purposes of both a Trustees' report and a Directors' report under company law.

The Trust operates two primary academies, for pupils aged 4 - 11, in the Maidstone area (Kent). Its academies have a combined pupil capacity of 1,050 and had a roll of 1,051 in the school summer census.

Structure, governance and management

a. Constitution

The Academy Trust is a company limited by guarantee and an exempt charity. The Charitable Company's Memorandum and Articles of Association are the primary governing documents of the Academy Trust. The Trustees of Coppice Primary Partnership are also the Directors of the Charitable Company for the purposes of company law. The Charitable Company, Coppice Primary Partnership, was established on 2nd July 2018 and began operating on 1st September 2019.

The two academies run by Coppice Primary Partnership are Loose Primary School and Coxheath Primary School.

Details of the Trustees who served during the period, and to the date these accounts are approved are included in the Reference and Administrative Details on page 1.

b. 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.

c. Trustees' indemnities

Subject to the provisions of the Companies Act 2006, the Academy Trust maintains Trustees and Officers' liability insurance which provides appropriate cover for any legal action brought against the Company. The Academy Trust also granted indemnities to each of its trustees and other officers to the extent permitted by law.

Insurance cover is provided by the ESFA Risk Protection Agreement (RPA) which includes for up to £10m governor's liability.

d. Method of recruitment and appointment or election of Trustees

The management of the Academy Trust is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

The Academy Trust shall have the following Trustees, as set out in its Articles of Association and funding agreement:

- Up to 9 Trustees who are appointed by the Members
- Co-opted Trustees who are appointed by the Trustee Board
- The Chief Executive Officer (CEO), is an ex-officio Trustee
- Other than the Chief Executive Officer (ex-officio), Trustees are appointed for four years and may be re-appointed at the end of their term.

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Trustees' report (continued)
for the period ended 31 August 2019

Structure, governance and management (continued)

When appointing new Trustees, consideration is given to the skills and experience mix of existing Trustees in order to ensure the Board has the necessary skills and expertise to contribute fully to the development of the Academy Trust. Posts are advertised if appropriate, and candidates interviewed by the Chair of Trustees and CEO.

Each academy has a Local Governing Body consisting of 7 governors. In accordance with the Articles of Association, a minimum of two Parent Governors are elected to the Local Governing Bodies.

e. Policies adopted for the induction and training of Trustees

The training and induction provided for new Trustees will depend on their existing experience. All Trustees are provided with copies of: the scheme of delegation, policies and procedures, Trust strategic document, financial information including Academies Financial Handbook, Trust Guide to Governance, information for trustees, Code of Conduct and relevant past minutes.

f. Organisational structure

In accordance with our funding agreement, the Trustees are responsible for ensuring that high standards of governance are maintained. They exercise their powers and functions with a view to fulfilling a strategic leadership role in the running of the Trust and the academies.

The Trust Board establishes an overall framework for the governance of the Academy Trust and determines membership, terms of reference via a scheme of delegation and procedures for Committees and other groups. It is also responsible for agreeing and keeping under review the policies, plans and procedures within which the Trust operates although operational plans and policies are delegated to the relevant committee. Trustees monitor the activities of the Committees through the minutes of their meetings.

The Executive Headteacher is the Academy Trust's Accounting Officer and with the support of the Trust Leadership Team is responsible for the execution of strategic decisions taken by the Board of Trustees, and oversees the work of the Headteachers. The Trust Business Manager is the Chief Finance Officer.

The Local Governing Bodies are responsible for monitoring and challenging school effectiveness in all areas within individual academies and for ensuring high levels of teaching and learning, safeguarding and financial management through monitoring visits.

There is a combined Finance and Audit Committee; the membership of which is appointed by the Trustees. The committee meets four times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management (setting the budget and monitoring), compliance and regularity, and reviewing the Trust risk register. The Finance and Audit Committee is responsible for establishing the annual audit programme and ensuring reviews are carried out either by the internal audit function or through commissioning external audits as appropriate.

The following decisions are reserved for the Board of Trustees:

- To consider any proposals for changes to the constitution of the Academy Trust and its committee structure,
- Appoint or remove the Executive Headteacher (Accounting Officer), the Trust Business Manager (Chief Finance Officer) and Clerk to the Trustees,
- Approve returns to the ESFA and Companies House,
- Determine the educational character, mission and ethos of the Trust.

Coppice Primary Partnership
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Trustees' report (continued)
for the period ended 31 August 2019

Structure, governance and management (continued)

The Trustees have devolved responsibility for the day-to-day management of the Academy Trust to the Executive Headteacher (Accounting Officer) and the Executive Leadership Team. This team comprises the Executive Headteacher, Headteachers and the Trust Business Manager (Chief Finance Officer). The Executive Leadership Team implements the policies and delivers the strategic plan approved by the Trustees and report back to the Trust Board via the Executive Headteacher.

g. Arrangements for setting pay and remuneration of key management personnel

The Trust currently applies the School Teachers' Pay and Conditions Document published annually by the Department for Education, as well as the locally agreed pay policy for the Local Authority in relation to non-teaching staff.

The pay for the Leadership Team is set in accordance with the Group size of the Trust and individual academies.

In April 2019, the Trust adopted the National Living Wage which is in line with the Local Authority agreement which complies with the assurances given to staff during TUPE consultation.

The Trust has adopted a staff appraisal policy. All staff, including the leadership team have clear performance objectives which for classroom based staff include pupil progress. The Trust Board has delegated all pay decisions with the exception of the Executive Leadership team to the Executive Headteacher. All pay decisions relating to the Executive Leadership Team are recommended by the Executive Headteacher and are ratified by the Trustees and who are expected to seek the professional advice of others in relation to the Executive Head Teacher.

h. Trade union facility time

Relevant union officials

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

Percentage of time spent on facility time

Percentage of time	Number of employees
0%	-
1%-50%	-
51%-99%	-
100%	-
Percentage of pay bill spent on facility time	£
Total cost of facility time	-
Total pay bill	1,965,088
Percentage of total pay bill spent on facility time	- %

Paid trade union activities

Time spent on paid trade union activities as a percentage of total paid facility time hours	- %
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Trustees' report (continued)
for the period ended 31 August 2019

Structure, governance and management (continued)

i. Related parties and other connected charities and organisations

There are no related parties which either control or significantly influence the decisions and operations of the Trust. There are Parent Teacher Associations (PTA's) associated with both academies who raise funds which are donated to the academies through the year.

The Trust is associated with St Katherine's School and Nursery with whom we have a memorandum of understanding in relation to the support being provided to the school pending their conversion to an academy when they anticipate joining the Trust on 1st November 2019. As part of the application to convert, the DfE approved the Trust sponsorship funding application and the Trust received £45,000 to support school improvement for which expenditure will be incurred in the 2019/20 academic year.

Mrs C Cuddington, Trustee of Coppice Primary Partnership disclosed a pecuniary interest, Mrs Cuddington is a Director of Education Finance Solutions Limited. Coppice Primary Partnership purchased on-site financial support in the academic period to the value of £716 and the Trust submitted the information to the ESFA in-line with current regulations.

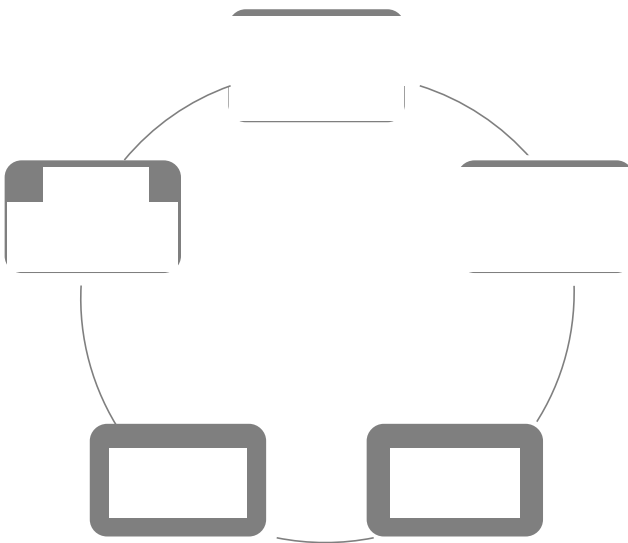
Objectives and activities

a. Objects and aims

The principal objective of the Academy Trust is to advance; for the public benefit; education in the Mid-Kent area. The Trust establishes, maintains, manages and develops primary schools offering a broad and balanced curriculum.

We continue to strive to meet the aims and objectives by providing a progressive and exciting global curriculum in a safe and welcoming environment. The Trust's vision and ethos is built on a passionate belief that all children are capable of producing exceptional outcomes, and an 'Ethic of Excellence' permeates everything that we do and is central to our desire to retain autonomy and protect the unique identity of each academy.

b. Objectives, strategies and activities



Trustees' report (continued)
for the period ended 31 August 2019

Objectives and activities (continued)

Strategic Aims	
An 'Ethic of Excellence'	To secure an aspirational culture in which everyone is surrounded by, and contributes to, excellence.
Curriculum Innovation	To inspire children to excel within a strong global curriculum and commitment to the arts.
High Standards	To secure strong pupil outcomes that prepares our children for the next stage in their education.
Growth & Development	To expand the impact that the trust has for securing outstanding provision for local children. To increase capacity for highly effective school improvement through managing resources to achieve excellent value for money.
People	To look after people and inspire and motivate everyone to excel.

Strategic Plan

	Targets and Key Actions	Lead Person	Resource consideration	Success Criteria / Milestone for July 2020	Success Criteria / Milestone for July 2021	Success Criteria / Milestone for July 2022	Valuation of Impact against
AN ETHIC OF EXCELLENCE	<p>To ensure that a strong ethic of excellence permeates all areas of the trust.</p> <ul style="list-style-type: none"> Create robust CPD programmes to secure a deep understanding of highly effective pedagogy Manage and deploy resources effectively 	EHT HTs TBM	<p>Cost of CPD / Reviews</p> <p>Cost of resources to establish an ethic of excellence</p>	<p>Professional development programmes successfully completed – all quality of teaching is good or better.</p> <p>External reviews confirm consistency of ethos as well as the strength of schools within the trust.</p>	<p>Targeted and specific CPD delivered to great effect with 40%+ of teaching across the trust judged as outstanding.</p> <p>All trust schools are beacons of excellence and are outward facing.</p>	<p>All trust schools have a strong ethic of excellence, evidenced by reviews and ambitious targets met.</p> <p>All trust schools to be judged as good or outstanding by Ofsted.</p>	<p><i>KPI 2 – Teaching & Learning</i></p> <p><i>KPI 7 – Pupil to teacher ratio</i></p>

Trustees' report (continued)
for the period ended 31 August 2019

Objectives and activities (continued)

	Targets and Key Actions	Lead Person	Resource consideration	Success Criteria / Milestone for July 2020	Success Criteria / Milestone for July 2021	Success Criteria / Milestone for July 2022	Valuation of Impact against
CURRICULUM INNOVATION	<p>To design exciting and innovative global curriculums inspiring all to excel.</p> <ul style="list-style-type: none"> • Create 'irresistible' curriculums that really matter to the children • Recruit specialist staff to enhance the arts • Enhance maths provision across the trust to prepare children well for the next stage in their education. • Establish a consistent reading strategy within KS2 	<p>EHT HTs All Leaders TBM</p>	<p>Cost of curriculum resources (Particularly ICT)</p> <p>Cost of specialist staff</p>	<p>Curriculum design in all trust schools reflect a global context and are constantly evolving so that learning really matters.</p> <p>Resident artists in post covering all schools with very high standards of published art on display – art studio in each school.</p> <p>Teachers' skills and subject knowledge enhanced as evidenced in reviews leading to improved pupil outcomes – especially maths and KS2 reading.</p>	<p>Resident musicians in post -very high standards of music in the curriculum and through enrichment events.</p> <p>Community links are maximised to enhance the relevance of the curriculum – attitudes to learning are outstanding.</p> <p>Trust Event- Hazlitt Theatre.</p> <p>Global curriculum embedded</p> <p>Sustained improvement in maths and KS2 reading.</p>	<p>Arts programme of events for the trust established.</p> <p>Secure official recognition as a centre for the arts. Feasibility study completed – Arts Centre.</p> <p>The strength of the trust's global curriculum, and how it successfully prepares children for the next stage of their life, is recognised by Ofsted.</p>	<p><i>KPI 3 – Pupil Achievement</i></p> <p><i>KPI 4 - Curriculum</i></p>

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Trustees' report (continued)
for the period ended 31 August 2019

Objectives and activities (continued)

	Targets and Key Actions	Lead Person	Resource consideration	Success Criteria / Milestone for July 2020	Success Criteria / Milestone for July 2021	Success Criteria / Milestone for July 2022	Valuation of Impact against
HIGH STANDARDS	<p>To embed high expectations and excellent provision to secure outstanding pupil outcomes across the trust.</p> <ul style="list-style-type: none"> • Deploy staff effectively so that capacity is sufficient across the trust • Develop an action research approach to school improvement • Enhance the trust's ability to offer specialist services (speech / play therapy, nurture) 	<p>EHT HTs All Leaders TBM</p>	<p>Cost of action research / TLRs</p> <p>Cost of specialist staff / resources & specialist training – particularly associated with nurture</p>	<p>Action research pilot projects are used to inform school improvement planning – TA deployment.</p> <p>Leaders more involved and accountable for securing outstanding provision – active role within the trust school improvement model.</p> <p>Nurture provision offered</p>	<p>Specialist staff / resources in place across the trust to ensure that all vulnerable children are fully included and making good progress. Longer term nurture provision established</p> <p>Action research projects across the trust impact positively through precision in curriculum design, T & L and pupil outcomes.</p>	<p>A partnership with a university is established and there is a culture of school improvement based on research, including action research within the trust.</p> <p>Key staff are trained to deliver specialist services resulting in gaps closing more rapidly.</p>	<p><i>KPI 3 – Pupil Achievement</i></p> <p><i>KPI 5 - Attendance</i></p>

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Trustees' report (continued)
for the period ended 31 August 2019

Objectives and activities (continued)

	Targets and Key Actions	Lead Person	Resource consideration	Success Criteria / Milestone for July 2020	Success Criteria / Milestone for July 2021	Success Criteria / Milestone for July 2022	Valuation of Impact against
GROWTH & DEVELOPMENT	<p>To manage resources effectively to achieve excellent value for money. To expand the wider impact for securing strong outcomes.</p> <ul style="list-style-type: none"> • Widen current offer for all children and families within the trust • Secure efficiencies through central services • Develop partnerships with other schools. • Increase leadership capacity 	EHT TBM	<p>Cost of establishing a business structure</p> <p>Ongoing cost of Improvement Lead role</p> <p>Costs associated with pre-school expansion</p>	<p>Partnerships with other schools explored.</p> <p>Central contracts in place releasing savings for curriculum development.</p> <p>Business model established to secure efficiencies</p> <p>School improvement lead role impacts positively and reviews provide evidence of increased capacity</p>	<p>Trust leadership structure – all positions filled – succession planning in place. (Rate of school improvement increases as evidenced by external reviews)</p> <p>School Improvement Lead role become permanent.</p> <p>Trust expands through a strong school joining.</p>	<p>Increased trust capacity allows expansion through sponsoring another school</p> <p>Central structures and systems are embedded and secure rapid school improvement and high standards.</p> <p>Pre-school provision is expanded. Transitions into school are strong.</p>	<p>KPI 8 – Staffing Costs</p> <p>KPI 9 – Financial reserves</p> <p>KPI 10 – Income</p>
PEOPLE	<p>To value staff and their contribution to the success of the trust.</p> <ul style="list-style-type: none"> • Provide leadership development opportunities through the Leadership Pathways to strengthen leadership capacity in all schools • Establish a culture of promoting well-being for staff across the trust • Secure equalities and benefits of employment 	EHT HoS All Leaders TBM	<p>Cost of leadership training / TLRs / release time</p> <p>Cost of coaching training & programme</p> <p>Cost of securing consistency of staff benefits</p>	<p>Workload is constantly evaluated and low impact tasks removed.</p> <p>Leadership development programmes are completed and strengthen leadership as evidenced by external reviews.</p> <p>Coaching programmes are trialled.</p>	<p>Well-being focus contributes to high staff morale. Staff feedback suggests they feel valued and are energised to deliver high standards of provision.</p> <p>Benefits are secured for all staff members.</p> <p>A structured approach to coaching is established.</p>	<p>A 'people' culture permeates the trust inspiring staff to excel. Staff morale is high and leaders are courageous in their actions.</p> <p>Equalities of roles across the trust are more consistent.</p>	<p>KPI 1 – Professional Development</p> <p>KPI 5 – Attendance</p> <p>KPI 6 – Staff Retention</p>

Coppice Primary Partnership
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Trustees' report (continued)
for the period ended 31 August 2019

Objectives and activities (continued)

c. Public benefit

The Trustees confirm that they have complied with the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the Charity Commissions general guidance on public benefit in exercising their powers or duties. They have referred to this guidance when reviewing the Academy Trust's aims and objectives and in planning its future activities.

The Academy Trust aims to advance for the public benefit, education in Mid-Kent and the surrounding area. The Academy Trust follows the KCC admissions criteria.

Strategic report

Achievements and performance

a. Key performance indicators

The Trust approved a set of performance indicators which cover the areas of teaching, staffing and finance. These are summarised below:

KPI	Loose	Coxheath	Trust	Period
1. Professional Development – All staff to receive not less than 5 days of high quality training per annum with teachers receiving not less than 10 days (<i>resulting in KPIs 2 and 3 being achieved</i>)	10.7 days – Teachers 6.0 days – Support Staff	10.1 days – Teachers 5.2 days – Support Staff	10.5 days - Teachers 5.8 days – Support Staff	Sept 18 – Aug 19
2. Teaching & Learning - 90% or greater of teaching staff are judged to good or better	96%	100%	98%	July 19
3. Curriculum – 100% coverage of the trust's global curriculum for all year groups	100%	100%	100%	Sept 18 – Aug 19
4. Pupil Achievement – Outcomes are in line with or above national figures at all levels	See table below	See table below	See table below	July 19
5. Attendance – Staff and pupils' attendance is above 96%	Staff: Attendance 96.08% Sickness absence 2.59% Other absence 1.33%	Staff: Attendance 96.39% Sickness absence 2.36% Other absence 1.24%	Staff: Attendance 96.18% Sickness absence 2.52% Other absence 1.30%	Sept 18 – Aug 19
6. Staff Retention – Less than 20% turnover in educational based staff during a 12 month period	24.35%	23.68%	24.14%	Sept 18 – Aug 19

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Trustees' report (continued)
for the period ended 31 August 2019

Strategic report (continued)

Achievements and performance (continued)

a. Key performance indicators (continued)

KPI	Loose	Coxheath	Trust	Period
7. Pupil-to-teacher ratio is no higher than 1.0 above the national average (2018 – 20.6)	1:24.2	1:23.1	1:23.8	Sept 18 – Aug 19
8. Total Staff costs as percentage of total income is less than 80%	73.9%	74.5%	74.3%	August monitoring *
9. Trust Reserves are at or above the agreed policy.	Forecast £110,000 Target £63,000	Forecast £39,179 Target £37,000	Forecast £149,179 Target £100,000	August monitoring *
10. Income - Income - Percentage of self-generated income is above 5% of total income	8.3%	3.3%	6.5%	August monitoring *

Provisional Data Outcomes – Summary (2019/20)

	Loose	Coxheath	Trust	National
EYFS (Achieving GLD)	79%	75%	77%	72%
Year 1 Phonics (Achieving the expected standard)	93%	73%	86%	82%
Key Stage 1	Reading (Achieving expected standard)	77%	62%	72%
	Reading (Greater depth)	28%	18%	25%
	Writing (Achieving expected standard)	74%	68%	69%
	Writing (Greater depth)	19%	10%	15%
	Maths (Achieving expected standard)	77%	77%	76%
	Maths (Greater depth)	20%	20%	22%
Key Stage 2	Reading (Achieving expected standard)	80%	43%	66%
	Reading (Greater depth)	28%	18%	25%
	Reading (Scaled score)	105	99	104
	Writing (Achieving expected standard)	88%	71%	82%
	Writing (Greater depth)	32%	14%	25%
	Maths (Achieving expected standard)	83%	59%	74%
	Maths (Greater depth)	35%	14%	27%
	Maths (Scaled score)	106	101	104
	Combined (Achieving expected standard)	72%	38%	59%
	Combined (Greater depth)	13%	11%	12%
	Reading Progress	-1.5	-2.5	-1.8
	Writing Progress	0.3	0.6	0.4
	Maths Progress	-0.5	-1.6	-0.9
				0

As the above relates to the first year of the Academy Trust there is no comparison with previous years. Trustees have agreed to retain the above KPI's for 2019/20.

b. Going concern

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

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Trustees' report (continued)
for the period ended 31 August 2019

Strategic report (continued)

Financial review

a. Results for the period

Most of the Academy Trust's recurrent income is obtained from the ESFA in the form of grants, the use of which is restricted to particular purposes. The grants received from the ESFA during the period ended 31 August 2019 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities ("SOFA"). Core grant income has been supplemented by capital funding, and some other income such as income from the hire of facilities and other self-generated sources. Total income for the period was £9,269,273, of which £4,900,036 related to the transfers of the leasehold land and buildings, Local Government Pension Scheme (LGPS) deficit and cash upon conversion to academy status.

Expenditure for the period amounted to £4,553,382, giving net income for the period of £4,715,891, before an actuarial loss of £295,000 on the LGPS, bringing the overall increase in funds for the period to £4,420,891.

The operating deficit, excluding pension reserve adjustments and transfers upon existing academies joining the Trust, for the year ended 31 August 2019 was £184,145. This includes a depreciation charge for the year of £53,249.

The Academy Trust's level of reserves is £4,420,891 as at 31 August 2019, which includes unrestricted funds of £119,244 and restricted income funds of £58,852. The Trust also has £14,849 of free capital reserves.

b. Reserves policy

The Trustees have an agreed reserves policy which requires the Trust to hold a minimum of 2% of total income plus £15k contingency for unforeseen events. This is reviewed annually and for 2019/20, contingency has been increased to £24k to reflect the growth of the Trust from 2 to 3 academies.

The target reserves for 2018/19 were £100,000 whilst as at 31st August 2019 the actual figure was £178,096.

The Trust maintains a pension reserve fund which represents each school's share of the LGPS fund deficit, calculated in accordance with Financial Reporting Standard (FRS) 102. Further details of the calculations and assumptions underlying the balance on this fund are set out in note 27 to the financial statements.

c. Deficit

The restricted fund (excluding restricted fixed asset funds) as at 31 August 2019 is in deficit by £1,373,148. This arises from the pension reserve fund which represents the Academy Trust's share of the LGPS fund deficit of £1,432,000, calculated in accordance with Financial Reporting Standard (FRS) 102 by Barnett Waddingham LLP. Employer contributions are reviewed every three years in consultation with the scheme's administrators, and employer contributions due by the Academy Trust have been fixed for the three years from 1 April 2017.

d. Investment policy

During what was the first period of being an Academy Trust, all funds were held in the current account of the Academy Trust. At any time, these cash balances might have been required to meet short-term requirements. This was considered an appropriate use of resources as the Trust was coming to terms with its financial reporting responsibilities and producing monthly management accounts. Trustees will review such during 2020.

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Trustees' report (continued)
for the period ended 31 August 2019

Strategic report (continued)

Financial review (continued)

e. Principal risks and uncertainties

The main risks that the Trust is exposed to are summarised below. For each of these risks the probability, impact and severity have been considered together with appropriate action and avoidance plans.

- Unable to recruit excellent teachers
- Risk of increase in SEN and impact on academy results / resource needs
- IT Systems and / or hardware become out of date and no longer supported
- Reduction in grant received from ESFA
- Increase in unfunded pension contributions

Fundraising

The Trustees follows the guidance of the Charity Commission and understands its role in being legally responsible for the charity's fundraising. Its legal duties of acting in the charity's best interests, managing its resources responsibly and acting with reasonable care and skills are at the forefront of its work. The Trust continues to plan, supervise and protect its assets ensuring that a strong governance and management are in place which complies with the law and recognised standards. Trustees review the arrangements to ensure that the Trust remains compliant and thereby protecting its money, assets and reputation.

Each academy within the Trust benefits from a separate self-administered PTA who raise funds for specific academy based requirements.

Plans for future periods

The Trustees' main plans for the future are:

- Growth of the Trust
- To increase pupil numbers to ensure all academies within the trust operate at capacity
- Every child in the Trust attends a strong academy and receives an outstanding education
- To retain high quality teaching staff across the Trust and ensure succession planning
- To secure pupil outcomes in all Trust academies that are in line with or above national expectations

As at the 31st August 2019, the Trust held £45,000 in respect of a sponsorship grant received from the DfE in relation to St Katherine's School and Nursery which would be joining Coppice Primary Partnership on 1st November 2019.

Funds held as custodian on behalf of others

The Trust or its Trustees do not act as the Custodian Trustees of any other Charity.

Disclosure of information to auditor

Insofar as the Trustees are aware:

- There is no relevant audit information of which the Charitable Company's auditor is unaware, and
- That Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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Trustees' report (continued)
for the period ended 31 August 2019

Auditor

The auditor, Kreston Reeves LLP, has indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the Company Directors, on 4 December 2019 and signed on its behalf by:

C Hardy
Chair of Trustees

Coppice Primary Partnership
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Governance Statement

Scope of responsibility

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

The Board of Trustees has delegated the day-to-day responsibility to the Executive Headteacher, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Coppice Primary Partnership 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 period.

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

Trustee	Meetings attended	Out of a possible
C Hardy, Chair of Trustees (appointed 2 July 2018)	6	6
C Cuddington (appointed 2 July 2018)	6	6
C Long (appointed 2 July 2018, resigned 24 May 2019)	4	5
A Maitland (appointed 2 July 2018)	5	6
P McKerrow (appointed 2 July 2018, resigned 12 June 2019)	3	5
P Murphy (appointed 2 July 2018)	5	6
D Webb, Executive Headteacher and Chief Executive Officer (appointed 2 July 2018)	6	6
J Edgar (appointed 24 July 2019)	0	0

C Long resigned due to new work commitments and P McKerrow due to retirement. These roles have been filled with an experienced Chair of Governors and from October 2019 an experienced senior educationalist.

The Board of Trustees is satisfied that the quality of data and information presented by the Executive Headteacher enables them to challenge and hold Trust leaders to account. This information is verified by external sources.

Governance reviews:

As a new Trust we are continuing to review our governance structure. There was an independent audit of the governance carried out by the Trust's external auditors. An outcome of the audit led to the review of the scheme of delegation and an amendment to the constitution of the Finance and Audit Committee.

The Academy Trust intends to conduct its next self-evaluation in 2020.

The Finance and Audit Committee is a sub-committee of the main Board of Trustees. Its purpose is to:

- Ensure the Trustees meets its statutory obligations in regards to the financial management of the Trust,
- Agreeing the annual audit programme

As 2018/19 represented the first period as an Academy Trust, the focus was ensuring the organisation embedded the reporting requirements of producing monthly management accounts and adopted a suitable suite of Key Performance Indicators.

Coppice Primary Partnership
(A company limited by guarantee)

Governance Statement (continued)

Governance (continued)

The Finance and Audit Committee met five times during the year. Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
C Cuddington (Chair)	5	5
A Maitland	3	5
A Chell (Local Governor in attendance)	4	5
S Knowles (Member in attendance)	5	5
D Webb (Accounting Officer in attendance)	5	5
A Lacey (Chief Financial Officer in attendance)	5	5

J Edgar, appointed as a Trustee on 24 July 2019, is also a member of the Finance and Audit Committee. However this appointment came after the final Finance and Audit Committee meeting in the period had taken place.

Review of value for money

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

The Accounting Officer considers how the Academy Trust's use of its resources has provided good value for money during each academic period, 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 period by:

- Deploying staff across the Trust according to school need.
- Undertaking a review of curriculum resources and specifically in relation to science and assessment.
- Extended Services have been expanded at Coxheath which now includes an After School Club which is being run at no additional cost to the Academy Trust yet improves wrap around care offered to parents.
- The decision to not purchase teacher absence insurance has saved the Trust almost £17k per annum, which would not have been recouped through insurance claims.

St Katherine's School and Nursery is joining the Trust on 1st November 2019. This has both delayed some of the intended service reviews such as catering and cleaning but, will also present a greater opportunity to secure value for money as we will be seeking to re-tender for services across 3 large primary academies rather than 2. The priority will be the large spend items of catering and cleaning but also, regards needs to be had for those contracts which are due for renewal such as broadband services and payroll.

The purpose of the system of internal control

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

Coppice Primary Partnership
(A company limited by guarantee)

Governance Statement (continued)

Capacity to handle risk

The Board of Trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

The risk and control framework

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

- Comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Board of Trustees
- Regular reviews by the Finance and 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
- Identification and management of risks

The Board of Trustees has considered the need for a specific internal audit function and utilises Trustee skills to carry out a programme of internal checks and reviews which are supplemented by an external auditor where there might be a conflict of interest such as where the review is governance related.

The Finance and Audit Committee has responsibility for reviewing the Trust Risk Register, 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:

- Testing of payroll systems
- Testing of purchase systems and procedures
- Testing of control account/bank reconciliation's
- Review of the governance arrangements

The Trustees are satisfied that the internal scrutiny has been fully delivered in line with the agreed schedule of works. No material control issues have been notified to Trustees. All other matters brought to the Board's attention during the year have been followed up appropriately in a timely manner.

Coppice Primary Partnership
(A company limited by guarantee)

Governance Statement (continued)

Review of effectiveness

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

- The work of the reviewed;
- The work of the external auditor;
- 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 and Audit committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the Board of Trustees on 4 December 2019 and signed on their behalf by:

C Hardy
Chair of Trustees

D Webb
Accounting Officer

Coppice Primary Partnership
(A company limited by guarantee)

Statement on Regularity, Propriety and Compliance

As Accounting Officer of Coppice Primary Partnership I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy Trust, under the funding agreement in place between the Academy Trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

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

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

D Webb
Accounting Officer
Date: 4 December 2019

Coppice Primary Partnership
(A company limited by guarantee)

Statement of Trustees' responsibilities
for the period ended 31 August 2019

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 Academies Accounts Direction published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial period. 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 income 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 2018 to 2019;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the 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 4 December 2019 and signed on its behalf by:

C Hardy
Chair of Trustees

Coppice Primary Partnership
(A company limited by guarantee)

Independent auditor's Report on the financial statements to the Members of Coppice Primary Partnership

Opinion

We have audited the financial statements of Coppice Primary Partnership (the 'Academy Trust') for the period ended 31 August 2019 which comprise the Statement of financial activities, 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 2018 to 2019 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 2019 and of its income and application of resources, including its income and expenditure for the period 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 2018 to 2019 issued by the Education & Skills Funding Agency.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Academy Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in the 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.

Coppice Primary Partnership
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Independent auditor's Report on the financial statements to the Members of Coppice Primary Partnership (continued)

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 auditor's report thereon. Other information includes the Reference and administrative details, the Trustees' report including the Strategic report, and the Governance statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, We do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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 including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- The Trustees' report and the Strategic report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of 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 including the Strategic report.

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

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The 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.

Coppice Primary Partnership
(A company limited by guarantee)

Independent auditor's Report on the financial statements to the Members of Coppice Primary Partnership (continued)

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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.

Auditor's responsibilities for the audit of the financial statements

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

As part of an audit in accordance with ISAs (UK), We exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Academy Trust's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Academy Trust's ability to continue as a going concern. If We conclude that a material uncertainty exists, We are required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Academy Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Coppice Primary Partnership
(A company limited by guarantee)

Independent auditor's Report on the financial statements to the Members of Coppice Primary Partnership (continued)

Use of our report

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

Susan Robinson BA FCA FCIE DChA MCMI (Senior statutory auditor)

for and on behalf of
Kreston Reeves LLP

Statutory Auditor
Chartered Accountants

Chatham Maritime

N.B. The date of signing should be entered in 'ACCOUNTS COMPLETION' section

Date:

Coppice Primary Partnership
(A company limited by guarantee)

Independent Reporting Accountant's Assurance Report on Regularity to Coppice Primary Partnership and the Education & Skills Funding Agency

In accordance with the terms of our engagement letter dated 5 July 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Coppice Primary Partnership during the period 2 July 2018 to 31 August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Coppice Primary Partnership and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Coppice Primary Partnership and ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Coppice Primary Partnership and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Coppice Primary Partnership's Accounting Officer and the reporting accountant

The Accounting Officer is responsible, under the requirements of Coppice Primary Partnership's funding agreement with the Secretary of State for Education dated 2 July 2018 and the Academies Financial Handbook, extant from 1 September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2018 to 2019. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2018 to 31 August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

Coppice Primary Partnership
(A company limited by guarantee)

Independent Reporting Accountant's Assurance Report on Regularity to Coppice Primary Partnership and the Education & Skills Funding Agency (continued)

The work undertaken to draw to our conclusions includes:

- Reviewed the evidence used to support the Accounting Officer's sign off of the regularity statement
- Reviewed expenditure against specific terms of grant funding within the Funding Agreement
- Reviewed grants have been applied for the purposes intended
- Confirmed that internal control procedures exist relating to expenditure incurred of cash and credit cards
- Confirmed items claimed on cash and credit cards are not for personal benefit
- Reviewed expenditure and considered whether any supplies are from related parties
- Reviewed Board of Trustee minutes for declaration of interests
- Considered whether other income activities are permitted within the Academy Trust's charitable objects
- Considered if borrowing agreements, including leases, have been made in accordance with the Academies Financial Handbook
- Confirmed that procurement and tendering procedures exist relating to expenditure and have been complied with
- Considered if the Trust's governance arrangements and composition are in-line with the Academies Financial Handbook 2018

Conclusion

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

Kreston Reeves LLP
Reporting Accountant
Chartered Accountants
Chatham Maritime

Date: 4 December 2019

Coppice Primary Partnership
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the period ended 31 August 2019

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Income from:					
Donations and capital grants:	4				
Transfers from local authority on conversion		137,472	(882,000)	5,644,564	4,900,036
Other donations and capital grants		41,994	-	56,231	98,225
Charitable activities	5	-	3,934,520	-	3,934,520
Other trading activities	6	336,292	-	-	336,292
Investments	7	200	-	-	200
Total income		515,958	3,052,520	5,700,795	9,269,273
Expenditure on:					
Charitable activities	8	358,695	4,114,783	79,904	4,553,382
Total expenditure		358,695	4,114,783	79,904	4,553,382
Net income / (expenditure)		157,263	(1,062,263)	5,620,891	4,715,891
Transfers between funds	20	(38,019)	(15,885)	53,904	-
Other recognised gains/(losses):					
Actuarial (losses) / gains on defined benefit pension schemes	27	-	(295,000)	-	(295,000)
Net movement in funds		119,244	(1,373,148)	5,674,795	4,420,891
Reconciliation of funds:					
Net movement in funds		119,244	(1,373,148)	5,674,795	4,420,891
Total funds carried forward		119,244	(1,373,148)	5,674,795	4,420,891

The notes on pages 31 to 57 form part of these financial statements.

Coppice Primary Partnership
(A company limited by guarantee)
Registered number: 11442865

Balance sheet
as at 31 August 2019

	Note	2019 £
Fixed assets		
Tangible assets	16	5,696,074
Current assets		
Debtors	17	180,751
Cash at bank and in hand		274,161
		<u>454,912</u>
Creditors: amounts falling due within one year	18	<u>(267,988)</u>
Net current assets		<u>186,924</u>
Total assets less current liabilities		<u>5,882,998</u>
Creditors: amounts falling due after more than one year	19	<u>(30,107)</u>
Net assets excluding pension liability		<u>5,852,891</u>
Defined benefit pension scheme liability	27	<u>(1,432,000)</u>
Total net assets		<u><u>4,420,891</u></u>
 Funds of the Academy Trust		
Restricted funds:		
Fixed asset funds	20	5,674,795
Restricted income funds	20	58,852
Pension reserve	20	<u>(1,432,000)</u>
Total restricted funds	20	<u>4,301,647</u>
Unrestricted income funds	20	<u>119,244</u>
Total funds		<u><u>4,420,891</u></u>

The financial statements on pages 28 to 57 were approved by the Trustees, and authorised for issue on 04 December 2019 and are signed on their behalf, by:

C Hardy
Chair of Trustees

D Webb
Accounting Officer

The notes on pages 31 to 57 form part of these financial statements.

Coppice Primary Partnership
(A company limited by guarantee)

Statement of cash flows
for the period ended 31 August 2019

	Note	2019 £
Cash flows from operating activities		
Net cash provided by operating activities	22	191,038
Cash flows from investing activities	24	131,293
Cash flows from financing activities	23	(48,170)
Change in cash and cash equivalents in the period		274,161
Cash and cash equivalents at the end of the period	25	274,161

The notes on pages 31 to 57 form part of these financial statements

Coppice Primary Partnership
(A company limited by guarantee)

Notes to the financial statements
for the period ended 31 August 2019

1. General information

Coppice Primary Partnership is a charitable company limited by guarantee and an exempt charity incorporated in England and Wales. The registered office is Loose Primary School, Loose Road, Maidstone, Kent, ME14 1RW. The principal activity of the Academy Trust is to provide an education for pupils that satisfies the requirements of the Education Act 2002.

2. Accounting policies

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

2.1 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 historic cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Coppice Primary Partnership meets the definition of a public benefit entity under FRS 102.

2.2 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 Trust 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.

2.3 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the 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.

Notes to the financial statements
for the period ended 31 August 2019

2. Accounting policies (continued)

2.4 Income

All income is recognised when the Academy Trust has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

- **Grants**

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

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

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

- **Donations**

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

- **Other income**

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

- **Transfer on conversion**

Where assets and liabilities are received by the Academy Trust on conversion to an academy, 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 Academy Trust. An equal amount of income is recognised as a transfer on conversion within 'Income from Donations and Capital Grants' to the net assets received.

Notes to the financial statements
for the period ended 31 August 2019

2. Accounting policies (continued)

2.5 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.

- **Charitable activities**

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

All expenditure is inclusive of irrecoverable VAT.

2.6 Tangible fixed assets

Assets costing £1,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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

Long-term leasehold property	- over the term of the lease
Furniture and equipment	- 10 years straight line basis
Plant and machinery	- 10 years straight line basis
Computer equipment	- 4 years straight line basis

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.

2.7 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 institution with whom the funds are deposited.

Notes to the financial statements
for the period ended 31 August 2019

2. Accounting policies (continued)

2.8 Operating leases

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

2.9 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.

2.10 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.

2.11 Liabilities

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

2.12 Provisions

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

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

2.13 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 bases 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.

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

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in notes 18 and 19. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

Notes to the financial statements
for the period ended 31 August 2019

2. Accounting policies (continued)

2.14 Taxation

The Academy Trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the Academy Trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 11, chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.15 Pensions

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

The TPS is an unfunded scheme and contributions are calculated 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. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

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

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

Notes to the financial statements
for the period ended 31 August 2019

2. Accounting policies (continued)

2.16 Conversion to an academy trust

The conversion from state maintained schools to academies involved the transfer of identifiable assets and liabilities and the operation of the schools for £NIL consideration. The substance of the transfers is that of a gift and so they have been accounted for on that basis as set out below.

The assets and liabilities transferred on conversion from both Loose Primary School and Coxheath Primary School to the academies have been valued at their fair value. The fair value has been derived based on that of equivalent items. The amounts have been recognised under the appropriate Balance sheet categories, with a corresponding amount recognised in Donations and capital grants - transfers from local authority on conversion in the Statement of financial activities and analysed under unrestricted funds, restricted general funds and restricted fixed asset funds.

The most significant assets and liabilities transferred on conversion were those of the leasehold land and buildings and the LGPS deficit. The leasehold land and buildings were transferred at £3,322,286 and £2,364,427 respectively. Details concerning the LGPS deficit can be found within note 27.

Further details of the transaction are set out in note 26.

3. Critical accounting estimates and areas of judgement

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

Critical accounting estimates and assumptions:

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

Multi-employer benefit pension scheme

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 27, 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 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

Notes to the financial statements
for the period ended 31 August 2019

3. Critical accounting estimates and areas of judgement (continued)

Tangible fixed assets

The Academy Trust has recognised tangible fixed assets with a carrying value of £5,696,074 at the reporting date (see note 16). These assets are stated at their cost less provision for depreciation and impairment. The Academy Trust's accounting policy sets out the approach to calculating depreciation for immaterial assets acquired. For material assets such as land and buildings the Academy Trust determines at acquisition reliable estimates for the useful life of the asset, its residual value and decommissioning costs. These estimates are based upon such factors as the expected use of the acquired asset and market conditions. At subsequent reporting dates the Trustees consider whether there are any factors such as technological advancements or changes in market conditions that indicate a need to reconsider the estimates used.

Where there are indicators that the carrying value of tangible assets may be impaired the Academy Trust undertakes tests to determine the recoverable amount of assets. These tests require estimates of the fair value of assets less cost to sell and of their value in use. Wherever possible the estimate of the fair value of assets is based upon observable market prices less incremental cost for disposing of the asset. The value in use calculation is based upon a discounted cash flow model, based upon the Academy Trusts' forecasts for the foreseeable future which do not include any restructuring activities that the Academy Trust is not yet committed to or significant future investments that will enhance the asset's performance. The recoverable amount is most sensitive to the discount rate used for the discounted cash flow model as well expected future cash flows and the growth rate used for extrapolation purposes.

Critical areas of judgement:

Lease commitments

The Academy Trust has entered into a range of lease commitments in respect of plant and equipment. The classification of these leases as either financial or operating leases requires the Trustees to consider whether the terms and conditions of each lease are such that the Academy Trust has acquired the risks and rewards associated with the ownership of the underlying assets.

Multi-employer defined benefit pension scheme

Certain employees participate in a multi-employer defined benefit pension scheme with other Academy Trusts. In the judgement of the Trustees, the Academy Trust does not have sufficient information on the plan assets and liabilities to be able to reliably account for its share of the defined obligation and plan assets. Therefore the scheme is accounted for as a defined contribution scheme, see note 27 for further details.

Coppice Primary Partnership
(A company limited by guarantee)

Notes to the financial statements
for the period ended 31 August 2019

4. Donations and capital grants

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed assets funds 2019 £	Total funds 2019 £
Transfers from local authority on conversion	137,472	(882,000)	5,644,564	4,900,036
Other donations	41,994	-	-	41,994
Capital grants	-	-	56,231	56,231
	<u>179,466</u>	<u>(882,000)</u>	<u>5,700,795</u>	<u>4,998,261</u>

5. Funding for the Academy Trust's educational operations

	Restricted funds 2019 £	Total funds 2019 £
DfE / ESFA grants		
General Annual Grant (GAG)	3,327,404	3,327,404
Start-up grants	50,000	50,000
Other DfE Group grants	470,211	470,211
	<u>3,847,615</u>	<u>3,847,615</u>
Other Government grants		
Local authority grants	86,905	86,905
	<u>3,934,520</u>	<u>3,934,520</u>

6. Income from other trading activities

	Unrestricted funds 2019 £	Total funds 2019 £
Extended services income - breakfast club, after-school clubs and holiday clubs	193,875	193,875
Trips income	72,673	72,673
Insurance income	16,694	16,694
Other income - lettings and self-generated income	53,050	53,050
	<u>336,292</u>	<u>336,292</u>

Coppice Primary Partnership
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Notes to the financial statements
for the period ended 31 August 2019

7. Investment income

	Unrestricted funds 2019 £	Total funds 2019 £
Bank interest receivable	200	200

8. Expenditure

	Staff Costs 2019 £	Premises 2019 £	Other 2019 £	Total funds 2019 £
Direct costs	2,760,110	-	347,236	3,107,346
Allocated support costs	853,923	289,111	303,002	1,446,036
	<u>3,614,033</u>	<u>289,111</u>	<u>650,238</u>	<u>4,553,382</u>

9. Analysis of expenditure by activities

	Direct costs 2019 £	Support costs 2019 £	Total funds 2019 £
Educational operations	3,107,346	1,446,036	4,553,382

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Notes to the financial statements
for the period ended 31 August 2019

Analysis of direct costs

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Professional fees - educational	-	18,413	18,413
Curriculum resources	93,673	72,460	166,133
Computer costs	-	9,249	9,249
Catering costs	-	153,441	153,441
Wages and salaries	185,353	2,045,176	2,230,529
National insurance	11,930	170,365	182,295
Pension cost	27,099	320,187	347,286
	318,055	2,789,291	3,107,346

Analysis of support costs

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Pension finance costs (note 12)	-	20,000	20,000
Staff costs	-	853,923	853,923
Depreciation	-	53,249	53,249
Repairs and maintenance	-	233,689	233,689
Rates	40,640	107,693	148,333
Insurance	-	26,412	26,412
Professional fees - non-educational	-	61,488	61,488
Staff development, training and travel costs	-	37,062	37,062
Auditor's remuneration	-	7,000	7,000
Auditor's remuneration - non-audit	-	1,450	1,450
Auditor's remuneration - other audit	-	2,180	2,180
Internal audit fees	-	1,250	1,250
	40,640	1,405,396	1,446,036

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Notes to the financial statements
for the period ended 31 August 2019

10. Net income / (expenditure)

Net income / (expenditure) for the period includes:

	2019 £
Operating lease rentals	1,306
Depreciation of tangible fixed assets	53,249
Fees paid to auditor for:	
- audit	7,000
- other services	3,630
	<u> </u>

11. Staff costs

a. Staff costs

Staff costs during the period were as follows:

	2019 £
Wages and salaries	2,647,946
Social security costs	209,773
Pension costs	676,810
	<u>3,534,529</u>
Agency staff costs	71,185
Staff restructuring costs	8,319
	<u>3,614,033</u>

Staff restructuring costs comprise:

	2019 £
Severance payments	8,319
	<u>8,319</u>

b. Non-statutory/non-contractual staff severance payments

Included in staff restructuring costs are non-statutory / non-contractual severance payments totalling £8,319, which was made by one individual payment.

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Notes to the financial statements
for the period ended 31 August 2019

11. Staff costs (continued)

c. Staff numbers

The average number of persons employed by the Academy Trust during the period was as follows:

	2019 No.
Teachers	49
Administration and support	117
Management	5
	<hr/> 171 <hr/>

The average headcount expressed as full-time equivalents was:

	2019 No.
Teachers	40
Administration and support	53
Management	5
	<hr/> 98 <hr/>

d. Higher paid staff

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

	2019 No.
In the band £60,001 - £70,000	1
In the band £80,001 - £90,000	1
	<hr/> <hr/>

e. Key management personnel

The key management personnel of the Academy Trust comprise the Trustees and the Senior Management Team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy Trust was £367,886.

Coppice Primary Partnership
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Notes to the financial statements
for the period ended 31 August 2019

12. Other finance expenditure

	2019
	£
Interest on pension scheme liabilities	20,000

13. Central services

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

14. 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 staff members under their contracts of employment. The value of Trustees' remuneration and other benefits was as follows:

		2019
		£
D Webb, Chief Executive Officer	Remuneration	80,000 - 85,000
	Pension contributions paid	Nil
	Other benefits	Nil

During the period ended 31 August 2019, travel and subsistence expenses totalling £158 were reimbursed or paid directly to 2 Trustees.

Other related party transactions involving the Trustees are set out in note 30.

15. Trustees' and Officers' insurance

The Academy Trust has opted into the Department of 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 membership.

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Notes to the financial statements
for the period ended 31 August 2019

16. Tangible fixed assets

	Long-term leasehold property £	Furniture and equipment £	Plant and machinery £	Computer equipment £	Total £
Cost or valuation					
Additions	-	47,883	4,752	9,975	62,610
Transfers on conversion	5,686,713	-	-	-	5,686,713
At 31 August 2019	<u>5,686,713</u>	<u>47,883</u>	<u>4,752</u>	<u>9,975</u>	<u>5,749,323</u>
Depreciation					
Charge for the period	45,493	4,788	475	2,493	53,249
At 31 August 2019	<u>45,493</u>	<u>4,788</u>	<u>475</u>	<u>2,493</u>	<u>53,249</u>
Net book value					
At 31 August 2019	<u>5,641,220</u>	<u>43,095</u>	<u>4,277</u>	<u>7,482</u>	<u>5,696,074</u>

The land and buildings were valued by Kent County Council upon conversion to academy status on a depreciated replacement cost basis.

Long-term leasehold land and buildings comprise land and buildings occupied on a 125-year lease, granted from Kent County Council.

17. Debtors

	2019 £
Due within one year	
Trade debtors	2,823
Prepayments and accrued income	97,739
VAT recoverable	80,189
	<u>180,751</u>

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Notes to the financial statements
for the period ended 31 August 2019

18. Creditors: Amounts falling due within one year

	2019 £
Other loans	6,021
Trade creditors	54,946
Accruals and deferred income	207,021
	<u>267,988</u>
	2019 £
Resources deferred during the period	<u>154,189</u>

At the balance sheet date the Academy Trust was holding funds received in advance for Universal Infant Free School Meals and a Sponsorship grant in respect of St Katherine's School and Nursery which related to the 2019/20 academic year.

19. Creditors: Amounts falling due after more than one year

	2019 £
Other loans	<u>30,107</u>
The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:	
	2019 £
Payable or repayable by instalments	<u>6,021</u>

Included within loans is a long-term, interest-free salix loan from Kent County Council to Loose Primary School which is to be repaid over six years in equal instalments.

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Notes to the financial statements
for the period ended 31 August 2019

20. Statement of funds

	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2019 £
Unrestricted funds					
General funds	515,958	(358,695)	(38,019)	-	119,244
Restricted general funds					
General Annual Grant (GAG)	3,327,404	(3,108,609)	(161,309)	-	57,486
Start-up grants	50,000	(50,000)	-	-	-
Other DfE/ESFA grants	470,211	(421,269)	(47,576)	-	1,366
Other Government grants	86,905	(86,905)	-	-	-
Pension reserve	(882,000)	(448,000)	193,000	(295,000)	(1,432,000)
	3,052,520	(4,114,783)	(15,885)	(295,000)	(1,373,148)
Restricted fixed asset funds					
Restricted fixed asset funds	5,686,713	(48,461)	14,727	-	5,652,979
DfE/ESFA capital grants	56,231	(26,655)	(14,727)	-	14,849
Salix loan	(42,149)	-	6,021	-	(36,128)
Capital expenditure from other DfE/ESFA grants	-	(4,788)	47,883	-	43,095
	5,700,795	(79,904)	53,904	-	5,674,795
Total Restricted funds	8,753,315	(4,194,687)	38,019	(295,000)	4,301,647
Total funds	9,269,273	(4,553,382)	-	(295,000)	4,420,891

Notes to the financial statements
for the period ended 31 August 2019

20. Statement of funds (continued)

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

Unrestricted funds are applied to the general work of the Academy Trust to support activities inside and outside the curriculum.

GAG represents to be used to cover the normal running costs of the Academy Trust.

Other DfE/ESFA grants represent those grants provided for specific purposes, such as pupil premium funding, which is provided in order to be used to support disadvantaged pupils and to assist them in decreasing the attainment gap between those pupils and their peers.

Other government grants represents those grants provided for specific purposes to provide additional support to pupils where required.

The restricted fixed asset fund represents the tangible fixed assets including depreciation to the Balance sheet date.

Capital grants are also represented and provide the Academy Trust with its own capital money to address improvements to the land and buildings and other facilities.

The salix loan for lighting was transferred upon conversion to academy status and continues to be paid off each year in line with the loan agreement.

Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG it could carry forward at 31 August 2019.

Coppice Primary Partnership
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Notes to the financial statements
for the period ended 31 August 2019

20. Statement of funds (continued)

Total funds analysis by academy

Fund balances at 31 August 2019 were allocated as follows:

	2019 £
Loose Primary School	122,875
Coxheath Primary School	55,221
	<hr/>
Total before fixed asset funds and pension reserve	178,096
Restricted fixed asset fund	5,674,795
Pension reserve	(1,432,000)
	<hr/>
Total	4,420,891
	<hr/> <hr/>

Total cost analysis by academy

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

	Teaching and educational support staff costs £	Other support staff costs £	Educational supplies £	Other costs excluding depreciation £	Total 2019 £
Loose Primary School	1,723,612	406,203	220,342	314,237	2,664,394
Coxheath Primary School	1,036,498	212,720	126,894	204,627	1,580,739
Coppice Primary Partnership	-	255,000	-	-	255,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Academy Trust	2,760,110	873,923	347,236	518,864	4,500,133
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Coppice Primary Partnership
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Notes to the financial statements
for the period ended 31 August 2019

21. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Tangible fixed assets	-	-	5,696,074	5,696,074
Current assets	119,244	320,819	14,849	454,912
Creditors due within one year	-	(261,967)	(6,021)	(267,988)
Creditors due in more than one year	-	-	(30,107)	(30,107)
Provisions for liabilities and charges	-	(1,432,000)	-	(1,432,000)
Total	119,244	(1,373,148)	5,674,795	4,420,891

22. Reconciliation of net income to net cash flow from operating activities

	2019 £
Net income for the period (as per statement of financial activities)	4,715,891
Adjustments for:	
Depreciation	53,249
Capital grants from DfE and other capital income	(56,231)
Interest receivable	(200)
Defined benefit pension scheme obligation inherited	882,000
Defined benefit pension scheme cost less contributions payable	234,000
Defined benefit pension scheme finance cost	21,000
(Increase)/decrease in debtors	(180,751)
Increase/(decrease) in creditors	304,116
Leasehold land buildings transferred on conversion	(5,686,713)
Salix loan transferred on conversion	42,149
Cash transferred on conversion	(137,472)
Net cash provided by operating activities	191,038

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Notes to the financial statements
for the period ended 31 August 2019

23. Cash flows from financing activities

	2019 £
Cash inflows from new borrowing	(42,149)
Repayments of borrowing	(6,021)
Net cash (used in)/provided by financing activities	(48,170)

24. Cash flows from investing activities

	2019 £
Dividends, interest and rents from investments	200
Purchase of tangible fixed assets	(62,610)
Capital grants from DfE Group	56,231
Cash transferred on conversion	137,472
Net cash provided by investing activities	131,293

25. Analysis of cash and cash equivalents

	2019 £
Cash in hand	274,161
Total cash and cash equivalents	274,161

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Notes to the financial statements
for the period ended 31 August 2019

26. Conversion to an academy trust

On 2 July 2018 Loose Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to Coppice Primary Partnership from Kent 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 heading with a corresponding net amount recognised as a net gain in the Statement of financial activities as Income from Donations and Capital Grants - 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.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets				
Leasehold land and buildings	-	-	3,322,286	3,322,286
Current assets				
Cash - representing budget surplus on LA funds	64,069	-	-	64,069
Current liabilities				
Salix loan	-	-	(6,021)	(6,021)
Non-current liabilities				
Salix loan	-	-	(36,128)	(36,128)
LGPS deficit	-	(556,000)	-	(556,000)
Net assets/(liabilities)	<u>64,069</u>	<u>(556,000)</u>	<u>3,280,137</u>	<u>2,788,206</u>

The leasehold land and buildings have been transferred into the Trust under a 125-year lease from Kent County Council.

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Notes to the financial statements
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26. Conversion to an academy trust (continued)

On 2 July 2018 Coxheath Primary School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to Coppice Primary Partnership from Kent 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 heading with a corresponding net amount recognised as a net gain in the Statement of financial activities as Income from Donations and Capital Grants - 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.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets				
Leasehold land and buildings	-	-	2,364,427	2,364,427
Current assets				
Cash - representing budget surplus on LA funds	73,403	-	-	73,403
Non-current liabilities				
LGPS deficit	-	(326,000)	-	(326,000)
Net assets/(liabilities)	<u>73,403</u>	<u>(326,000)</u>	<u>2,364,427</u>	<u>2,111,830</u>

The leasehold land and buildings have been transferred into the Trust under a 125-year lease from Kent County Council.

Notes to the financial statements
for the period ended 31 August 2019

27. Pension commitments

The Academy Trust's employees belong to two principal pension schemes: the Teachers' 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 Kent County Council. Both are multi-employer defined benefit schemes.

As described in note 2.15 the LGPS obligation relates to the employees of the Academy Trust, who were the employees transferred as part of the conversion from the maintained schools and new employees, who were eligible to, and did, join the Scheme in the period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor schools and the Academy Trust, at the Balance sheet date.

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

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

Teachers' Pension Scheme

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

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

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 (amended) 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 2016 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 (amended). The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return is 4.45%.

Notes to the financial statements
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27. Pension commitments (continued)

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers will pay an increased contribution rate of 23.68% from 1 September 2019 (this includes the administration levy of 0.8%).

The employer's pension costs paid to TPS in the period amounted to £347,286.

A copy of the valuation report and supporting documentation is on the [Teachers' Pensions website](#).

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

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the period ended 31 August 2019 was £247,000, of which employer's contributions totalled £193,000 and employees' contributions totalled £54,000. The agreed contribution rates for future years are 20.0 per cent for employers and 5.5 - 12.5 per cent 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.

Principal actuarial assumptions

	2019
	%
Rate of increase in salaries	3.70
Rate of increase for pensions in payment/inflation	2.20
Discount rate for scheme liabilities	1.85
Inflation assumption (CPI)	2.20
Inflation assumption (RPI)	3.20

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

	2019
	Years
<i>Retiring today</i>	
Males	22.1
Females	24.0
<i>Retiring in 20 years</i>	
Males	23.7
Females	25.8

Coppice Primary Partnership
(A company limited by guarantee)

Notes to the financial statements
for the period ended 31 August 2019

27. Pension commitments (continued)

Sensitivity analysis

	2019
Discount rate +0.1%	(72,000)
Discount rate -0.1%	74,000
Mortality assumption - 1 year increase	102,000
Mortality assumption - 1 year decrease	(98,000)
CPI rate +0.1%	66,000
CPI rate -0.1%	(64,000)
	<hr/> <hr/>

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

	2019 £
Equities	1,014,000
Gilts	11,000
Other bonds	134,000
Property	173,000
Cash	40,000
Absolute return fund	116,000
Total market value of assets	<hr/> 1,488,000 <hr/>

The actual return on scheme assets was £59,000.

Amounts recognised in the Statement of financial activities:

	2019 £
Current service cost	(392,000)
Past service cost	(35,000)
Interest income	35,000
Interest cost	(55,000)
Administrative expenses	(1,000)
Total amount recognised in the Statement of financial activities	<hr/> (448,000) <hr/>

Coppice Primary Partnership
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Notes to the financial statements
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27. Pension commitments (continued)

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

	2019 £
Conversion of academy trusts	2,065,000
Current service cost	392,000
Interest cost	55,000
Employee contributions	54,000
Actuarial losses/(gains)	319,000
Past service costs	35,000
At 31 August	2,920,000

The valuation allows for the estimate impact of the recent McCloud judgement as a past service cost. The estimated impact on the total liabilities as at 31 August 2019 is £35,000 (or 1.2% as a percent of total liabilities).

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

	2019 £
Conversion of academy trusts	1,183,000
Interest income	35,000
Actuarial gains	24,000
Employer contributions	193,000
Employee contributions	54,000
Administrative expenses	(1,000)
At 31 August	1,488,000

28. Operating lease commitments

At 31 August 2019 the Academy Trust had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2019 £
Not later than 1 year	7,842
Later than 1 year and not later than 5 years	14,885
	22,727

Coppice Primary Partnership
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Notes to the financial statements
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29. Members' liability

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

30. Related party transactions

Owing to the nature of the Academy Trust's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which a trustee has an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the Academy Trust's financial regulations and normal procurement procedures relating to connected and related party transactions. The following related party transactions took place in the financial period:

Expenditure Related Party Transactions:

C Cuddington, Trustee, is a Director of Education Finance Solutions Limited. During the period Coppice Primary Partnership incurred expenditure totalling to £716 (net) from this organisation. At the balance sheet date £859 was still outstanding. The total expenditure falls below the de minimis limit of £2,500 regarding the 'at cost' requirements of the Academies Financial Handbook. In entering into this transaction the Academy Trust has complied with the requirements of the Academies Financial Handbook 2018.

31. Post balance sheet events

On 1 November 2019, St Katherine's School & Nursery joined the Trust as a convertor academy school.

32. Controlling party

The Academy Trust is run by the management team on a day-to-day basis. Strategic decisions are made by the Board of Trustees. There is no ultimate controlling party.