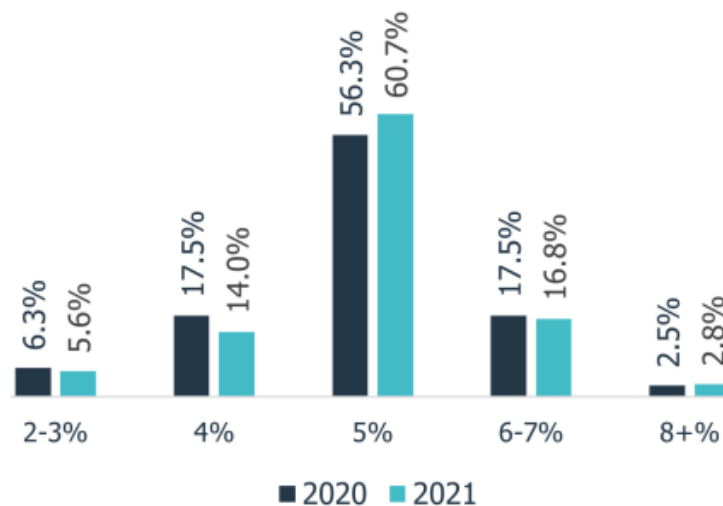


Southport Learning Trust Central Fund

The Southport Learning Trust Central Fund currently stands at a school contribution of 4.5% in 2022-23 of the General Annual Grant (GAG) which funds the core functions needed to operate as an academy trust and to build capacity and collaboration across the schools to drive improvement. The contribution has been graduated to an intended contribution of 5% in 2023-24.

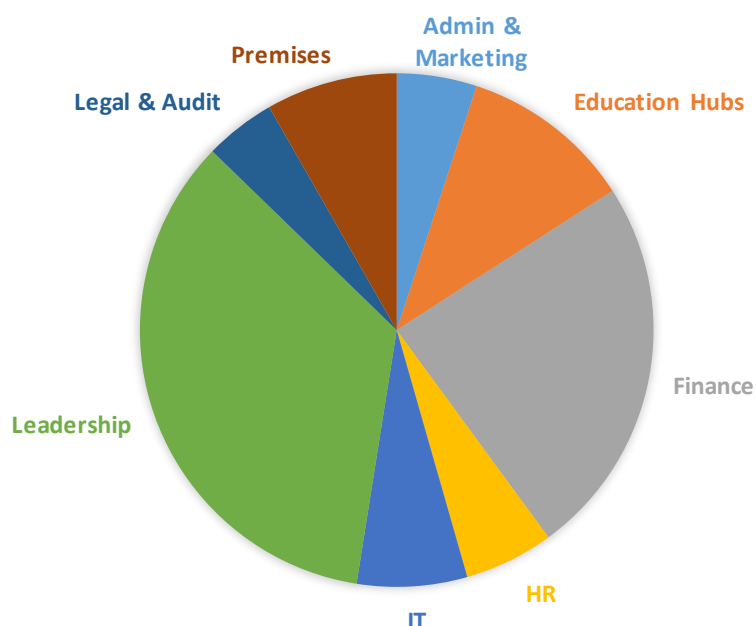
How does this compare with other Multi-Academy Trusts using data from the annual financial reports published in January 2022?

Percentage of MATs using a top slice percentage



How is the central fund spent?

The pie chart below shows at a high level how the central fund was spent in 2021-22.



Education Directorate

CEO/Accounting Officer – Mr Ian Raikes

Strategy and Growth

- Lead on Trust Strategic and Growth Plan

External relationships

- Representation of Trust in the Department for Education linking to Regional Schools Commissioners (RSC) Office
- Media and marketing support
- Confederation of School Trusts support
- Civic leadership through initiatives such as the Southport Town Deal Board and LA MAT group
- System Leadership e.g. Chair of Liverpool City Region Careers Hub
- Trust School Improvement Offer for DFE
- Meeting with Trade Union Officers

Leadership Support

- Support with all aspects of school leadership and management.
- Executive Management Meetings for Headteachers to support one another in school improvement
- Leadership of Communities of School Improvement for senior leaders
- Preparation for OFSTED and support with Quality Assurance
- Talent mapping and succession planning

Effectiveness and improvement of education in the Trust

- Daily help desk to support leadership through ongoing telephone and email support
- Leadership of Communities of School Improvement for curriculum areas
- Co-ordination of Trust sharing of practice including opportunities to visit other schools in the Trust
- Opportunities for moderation and validation across the Trust
- Quality Assurance support in areas of need
- Curriculum support in all areas from experienced and successful Middle Leaders
- Data collation and access to external benchmarking across the Trust and prioritising of shared priorities for improvement
- SENDCO Cluster Group support
- Liaison with Applied Psychologies for Educational Psychologist support
- Trust Student Council
- Exclusion Support

Administration effectiveness

- Harmonisation of policy and process across the Trust
- Governance support through provision of Clerk and Governor Hub

Staff growth and wellbeing

- Headteacher performance management.
- Access to CPD to support career development for all staff

- Coaching and mentoring of Headteachers and Senior Leaders from the Executive Headteacher and appropriate leaders
- Lead delivery partner for NPQs (National Professional Qualifications)
- Opportunities to engage in school-to-school support.
- Centrally funded CPD.

Teaching & Learning Hub led by Trust Teaching and Learning Officer – Mrs Siobhan Whittaker – Assistant Headteacher at Greenbank High School

Support Trust strategic direction and overall operations

- Lead the development and implementation of the Trust Teaching and Learning Strategy
- Nurture the development of a self-improving, collaborative learning community, which commits fully to our core ethos of improving life chances for all
- To offer aspirational opportunities for all learners by adopting pedagogies which challenge any form of disadvantage which pupils across the trust may experience
- Lead on Trust-wide Literacy Plan

Provide frameworks and structures

- Develop a Trust pedagogical framework which makes explicit the core and unifying principles of highly effective teaching in all contexts and is informed by cognitive science research.
- Develop robust systems for the evaluation of teaching and learning across the trust.
- Develop a network of lead practitioners across the Trust and facilitate collaboration across schools.

Staff support

- Support school Teaching and Learning Leads in their roles.
- Provide high-quality CPD, including enquiry-based research projects.
- Provide access to the work of leading innovative practitioners within the context of our own learning community

Safeguarding Hub led by Trust Safeguarding Officer - Mrs Elaine Fraser Orr – Assistant Headteacher at Stanley High School

Support Trust strategic direction and overall operations

- Lead on Trust Child Protection and Safeguarding Professional development, statutory compliance and ensure access for all
- Investigate any allegations made against staff in Trust schools
- Reporting to Trust Board on Child Protection and Safeguarding

Provide frameworks and structures

- Lead the development and implementation of the Trust Child Protection and Safeguarding Strategy
- CPOMS safeguarding software

Staff support

- Deliver Trust safeguarding training
- Support as a Trust DSL and develop Designated Safeguarding Leads in their roles and create a Hub of good practice
- Support schools in the leadership of the safeguarding curriculum and ensure DFE guidance is

- implemented
- Provide a 'helpdesk' for DSLs, Safeguarding Governors, and stakeholders

Business and Finance Directorate

Central Business and Finance Team led by Mrs Anna Smith - Executive Director/Chief Financial Officer and Robin Buchanan- Brown – Director of Finance/Company Secretary and three Finance Officers. A Finance manager is needed to support further growth.

Support Trust strategic direction and overall operations

- Strategic direction of all support/administrative functions
- Company Secretary
- Short to Long term financial planning
- Day-to-Day financial management to ensure strong financial controls
- Trust Policy Framework (including but not limited to the Trust's Pay Policy, Scheme of Delegation, Trust's Financial Handbook, HR policies)
- Conversion and on-boarding support for all new academies joining the Trust
- Compliance with statutory requirements, such as Data Protection and the Freedom of Information Act

Provide periodic reporting

- Preparation of Monthly Management Accounts and associated reporting
- Preparation of Annual Financial statements & External audit
- Budgeting preparation, support, and advice
- ESFA Reporting (including Land & Buildings Collection returns, Condition Improvement Fund returns, Audited Accounts Returns, Budget Forecast Return 3 Yr., School Resource Management Return)

Perform ongoing operations

- Day to day transaction processing (Banking, purchase, sales, parent pay, expenses)
- Tax (HMRC, VAT returns etc)
- Procurement support (ensuring Best Value and Value for Money)

Provide frameworks and structures

- Iris Financial software, the purchasing portal
- Cash flow Management/banking arrangements
- Asset Management
- Internal audit
- Risk Management ensuring risk registers and mitigations are in place against identified risks
- Support with Estates Management Planning and Compliance
- Support and advice on Income Generation

Managing contracts and third parties

- Management of Capital Bids such as CIF and SCA bids and implementation in conjunction with Headteachers
- Tendering for Trust-wide contracts (catering, cleaning etc)
- Legal Support SLA in partnership with Browne Jacobson (Education Quick Call)
- HR Support SLA in partnership with Browne Jacobson
- Payroll support and compliance (Gender Pay Gap Reporting, HMRC returns, Teachers Pensions Audit, LGPS)
- Insurance Arrangements bought through DFE backed Risk Protection Arrangement, negotiating Trust-wide insurances for Staff Absence, Occasional Business Use, Minibus and Capital Projects insurance

- Trust Data Protection Officer role & Audit SLA through NEXUS

Staff support

- Regular support meetings with Trust Director of Finance to support school leadership and governors

Strategic and operational IT Support - Mr Jon Gardner – Trust Strategic IT Network Manager and Mr Steve Henderson – Trust Senior IT Technician

Support Trust strategic direction and overall operations

- Implement Trust-wide IT strategy to meet the needs of all schools in the Trust and ensure collaboration
- Support the Teaching & Learning, business goals and objectives of the Trust
- Ensure Trust adheres to highest standards in cyber security and staff are trained to support

Perform ongoing operations – back-room work

- Provide efficient IT services and solutions that are both innovative and cost-effective
- Commercially aware and provide IT services and equipment in line with a teaching or business need
- Ensure technology is an asset to the Trust and not a hindrance
- Provide a high level of systems availability during the core hours of the Trust
- Commit to delivering a professional, effective, efficient, and measurable service to all customers
- Provide support for primary school IT
- Funding of Trust Senior IT Technician

Perform ongoing operations – employee support

- Deliver a high-quality IT support service to all stakeholders
- Provide effective resolutions to support issues as they arise
- Cover for staff absence to maintain continuity

Trust Estates Management support – Mr Safer Osmani – Trust Estates Manager

Support Trust strategic direction and overall operations

- Implement Trust Estates Plan to support effective Trust estates management.
- Maximise income through lettings

Perform ongoing operations – school support

- Lead and support school site managers
- Liaise with Headteachers to support the effective upkeep, care, maintenance, security, health and safety and facilities management in line with statutory and regulatory requirements
- Lead on design and implementation of Capital Funding programmes to support site managers and Headteachers
- Cover for staff absence to maintain continuity

Perform ongoing operations – compliance

- Ensure compliance and all administration for DFE and ESFA submissions
- Contract management of cleaning contractors
- Ensure Health and Safety Compliance and recording through Smart log
- Liaise with Health & Safety Compliance to ensure all Risk Assessments are effective
- To develop systems to support growth

Trust Human Resources support - Ms Carol Thomas – Trust Human Resources Manager

Support Trust strategic direction and overall operations

- Lead and direct a responsive, effective, and professional HR function
- HR strategy and associated policies within the organisation working alongside executive and educational leaders
- Lead the Trust Wellbeing Strategy
- Develop and implement a workforce plan for the MAT, including identifying skills gaps and modelling staff deployment options

Perform ongoing operations – school support

- Take responsibility for employee relations and case management in relation to sickness absence, disciplinary issues, and capability processes
- Support all recruitment at school and Trust level
- Monitor and analyse workforce statistics and report
- Liaise with HR legal support through Browne Jacobson
- Oversight of outsourced Payroll contracts
- Monitor the recording and marketing of professional development
- Support the CEO at Joint Union meetings

Perform ongoing operations – Compliance

- Support the alignment and development of all HR policies
- Monitor the Single Central Record at all schools
- Ensure SLT compliance with the requirements of Safer Recruitment
- Ensure that the Trust is compliant with equality legislation

Trust Administration Support – Trust Administration & Marketing Officer

Support Trust strategic direction and overall operations

- Support the development and ongoing success of school and Trust marketing
- Support coordination of cross trust activities, such as Communities of School Improvement, Trust Inset Days

Perform ongoing operations - Trust office and management support

- Support the successful running of Trust Office
- Provide administration support to the management team including minuting all meetings
- Organise hospitality and catering for all matters trust-related
- Liaise with Governance Professional on all matters relevant
- Supporting finance operations

Perform ongoing operations - Communications

- Manage Trust and school marketing in liaison with Headteachers
- Manage Trust website and social media
- Manage and monitor Trust internal and external branding
- Produce Trust newsletter with CEO

School Improvement Fund

Additional funding is set aside for school improvement. Examples in 2021-22 included Trust wide Professional Development in SEND, support staff training such as an accountancy qualification and leadership training from CST on Trust wide Safeguarding and OFSTED. The Trust funds project work such as the development of the Arts across the Trust through support with Artsmark and IT change .

Trust Directors of Curriculum – to commence on 1st June 2023

- Lead communities of school improvement for their curriculum areas.
- Provide access to CPD, lead and model the latest research on curriculum and pedagogy in their area.
- Support leadership of curriculum areas in periods of absence and underperformance.
- Support self-evaluation, QA and school improvement planning using an evidence informed approach.
- Ensure effective collaboration and development of teaching and learning through the effective use of Edtech supported by partners.
- Work with the wider subject communities including nationally via subject associations, other MATs, and communities of practice.
- Contribute to the ECT (early career teachers) programme.