

ACHIEVING EFFICIENCIES IN MULTI-ACADEMY TRUSTS 2019

How efficient is your school? 10 essential questions

Achieving sustainable efficiencies with limited budget is undoubtedly a challenge. Answer **Stephen Morales'** 10 quick questions and assess your financial management efficiency

These questions are designed to help schools understand effective financial management and be able to evidence that all resources, from teaching staff to IT services, are managed efficiently.

Use these questions to assess your efficiency and diagnose areas for action. Share with colleagues, print and pin them up in your office.

1. Are you able to quote, on demand, your contact ratios and, in particular, those of your leadership team?
2. Do you know the cost of your leadership team as a % of your overall budget?
3. Do you know your back-office costs as a % of your overall budget?
4. Is internal communication fully automated?
5. Is the requisitioning process fully automated?
6. Does your catering operation break even or better still provide a surplus?
7. Have all your major contracts (utilities, reprographics, FM services, IT, etc.) been reviewed and retendered in the last 3 years?
8. Do you have in place a 3-year sustainable balanced budget plan?
9. Do you have firm strategic plans for all reserves?
10. What formal collaborative activities is your school involved in to achieve economies of scale, eliminate duplication and optimise available resources?



Stephen is the chief executive of the Institute of School Business Leadership (ISBL). Previously a finance director in the UK education system, Stephen has a 20-year career history in operations and finance, working at a senior level in both the public and private sectors.