Academy Charge
Voluntary Converter Academies

From 1 April 2018, the Council has introduced a charge (£8,850 from 1 April 2026), for schools which choose to convert to academy status. The academy conversion process incurs significant costs for the Local Authority in terms of Legal, Property, HR, Finance, Contract Management and Project Management.

Please note that this charge will be for the costs incurred by the Local Authority during the statutory conversion process.

The Academies Act 2010 as amended by the Education Act 2011 is the principle legislation governing the establishment of Academies and enables any educational institution to apply to the Secretary of State for conversion to an Academy. There is a statutory duty on the Local Authority to facilitate conversions to Academy status within a specified time period. There is nothing in the legislation to suggest that the local authority cannot charge the School for the cost of conversion. The charges must be reasonable and a local authority cannot be seen to make a profit from it.

The contributions charge will support the following increased workload:

Area	Description
Property	The Property Service provides instructions to the Legal Service, including the appropriate site plans and information around any site constraints or complexities to be dealt with. As part of this process, a site visit can often take place where matters require clarification on the ground.
Legal (Property)	Legal Services will be responsible for acting on behalf of the LA in preparation of 125 year lease. Additional work can include dealing with Land Registration matters (which can incur specific fees), also dealing with third parties where there are other agreements in place such as leases or wayleaves etc.
Legal (Contracts)	Legal Services will be responsible for acting on behalf of the LA in the preparation, drafting and negotiation of the Commercial Transfer Agreement. NYES are also involved in this.
Service Contract Management (NYES)	Manage the transfer of NYES service contracts and customer accounts from maintained school to academy status, including contract amendments, financial adjustments and system administration required to maintain service continuity during conversion.
Finance	Finance will provide the following support during the transfer process: • Assist in the closure of accounts and determining the final schools balance. • Ensure required closure processes are completed, e.g. bank accounts, purchase cards, and outstanding income/VAT claims. • Managing the finance related processes for NYC when transacting with schools / Academies / DfE. • Provision of financial advice around transfer arrangements. • Verification of any financial aspects of transfer negotiations.

HR and Employment	Co-ordinate the TUPE transfer exercise, attend the consultation and support any associated matters. Oversee the transfer of contracts of employment, historic terms and conditions and the transfer of Employee Liability Information to comply with TUPE regulations.
Payroll	To deal with the transfer of contracts of employment, historic terms and conditions and payroll transfers to receiving Academy Trust, in conjunction with the HR Team.
Project Management	Co-ordination of the conversion process which includes initial DfE response, liaison with the DfE, LA officers, third parties etc.