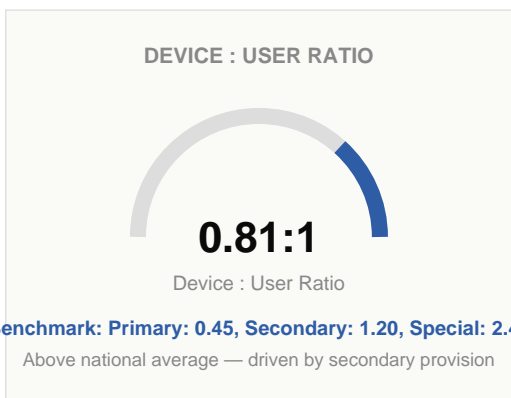


EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

# Pennine Learning Trust

Multi-Academy Trust — Education Sector | March 2026 | Ref: SX-MAT-002

<p><b>6,842</b></p> <p>TOTAL IT &amp; AV ASSETS</p> <p><small>Across 20 schools</small></p>	<p><b>£2.84m</b></p> <p>ESTATE VALUE</p> <p><small>Mid-point replacement</small></p>	<p><b>0.81:1</b></p> <p>TRUST DEVICE RATIO</p> <p><small>MAT-wide average</small></p>	<p><b>£624k</b></p> <p>INSURANCE GAP</p> <p><small>22% underinsured</small></p>
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**3 secondary schools account for 52% of total trust estate value (£1.48m) — concentrated risk and procurement opportunity.**

## ASSET CONCENTRATION — ROOM OVERVIEW (TOP ROOMS BY IT DENSITY)

Oakwood Academy — IT Suite B...	124	Oakwood Academy — Exam Hall ...	58
Riverside Sec — Computer Labs (...)	98	Riverside Sec — Sixth Form Study	52
Greendale — Media & Design Suite	86	Roundhay Special — Sensory Hub	48
Millfield Special — AAC Hub	72	Greendale — Science Block IT	45
Woodhouse Sec — BYOD Chargi...	68	Harewood Primary — Chromeboo...	42
Thornhill Primary — IT Suite	62	Bracken Hill — iPad Charging	38

<p><b>IMMEDIATE</b></p> <p><small>Now — 12 months</small></p>	<p><b>REFRESH</b></p> <p><small>12 — 24 months</small></p>	<p><b>OPTIMISE</b></p> <p><small>24 — 36 months</small></p>
---------------------------------------------------------------	------------------------------------------------------------	-------------------------------------------------------------

**3-YEAR CUMULATIVE BUDGET ESTIMATE**

**Low: £612,000    Mid (most likely): £1,248,000    High: £1,890,000    Excl. VAT**

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

# Pennine Learning Trust

Multi-Academy Trust — 20 Schools (West Yorkshire)

March 2026 | Ref: SX-MAT-002 | Prepared by SnapXact

EXAMPLE REPORT

## PURPOSE & SCOPE

This Asset Intelligence Report has been prepared by SnapXact for Pennine Learning Trust. It provides a consolidated strategic analysis of the trust's IT and AV asset estate across all 20 schools, derived from asset data supplied by the trust in February and March 2026. The report gives the Board of Trustees a clear, evidence-based view of trust-wide infrastructure risk, financial planning requirements, procurement opportunities, and governance readiness. It is designed for presentation to the Board, the Audit & Risk Committee, and the Finance Committee, and provides independent evidence to support completion of the trust's SFVS and SRM self-assessment checklists.

## ORGANISATION CONTEXT

Field	Detail
Organisation	Pennine Learning Trust
Type	Multi-Academy Trust (West Yorkshire)
CEO	David Okafor
CFO	Sarah Blackwell
School Portfolio	14 Primary, 4 Secondary, 2 Special
Total Pupils on Roll	8,420 (Autumn 2025 census)
Total Staff (FTE)	~950 FTE (teaching and support)
Total IT & AV Assets	6,842 devices across 20 schools
Schools Surveyed	All 20 schools — data collection Feb-Mar 2026
Data Source	Trust-supplied asset registers + onsite verification at 6 schools
Report Date	March 2026
Report Reference	SX-MAT-002

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

**Data Quality Note**

Asset data was supplied by individual schools via the trust's asset register template. Data quality varies significantly across schools. 13 of 20 schools (65%) provided no purchase dates or original cost data. Age and lifecycle commentary is based on model identification and should be treated as indicative. Onsite physical verification was conducted at 6 schools (Oakwood Academy, Millfield Special, Thornhill Primary, Riverside Secondary, Meanwood Primary, Wetherby Primary) to validate register accuracy. Establishing confirmed purchase records from trust finance systems or supplier records is recommended as a priority governance action.

**WHAT THIS REPORT DELIVERS**

<b>Page 1</b>	Executive Summary Dashboard — visual overview with benchmarking and budget headline
<b>Page 2</b>	Cover & Purpose — organisational context and scope of the report
<b>Page 3</b>	Baseline Asset Overview — complete verified asset table with risk and support status
<b>Page 4</b>	Risk & Governance — GDPR, compliance gaps, cost of inaction, and ownership flags
<b>Page 5</b>	Room-by-Room Baseline — asset distribution with spatial risk commentary
<b>Page 6+</b>	3-Year Strategic Outlook — financial planning, procurement routes, and named next steps

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

## BASELINE ASSET OVERVIEW

Complete asset register derived from supplied data. All figures are verified counts. Support Status indicates whether devices are likely within their manufacturer's active support window based on model identification.

Category	Count	Est. Unit Cost	Est. Total	Support Status	Risk
Desktop PC	1248	£400–£550	£499k–£686k	CHECK	HIGH
Laptop (Windows/Mac)	892	£450–£750	£401k–£669k	CHECK	HIGH
Chromebook	1456	£180–£280	£262k–£408k	IN SUPPORT	MEDIUM
iPad (all variants)	1124	£350–£650	£393k–£731k	UNKNOWN	HIGH
Touch Interactive Display/Board	348	£1,200–£2,500	£418k–£870k	IN SUPPORT	MEDIUM
PC Monitor	1186	£80–£150	£95k–£178k	IN SUPPORT	LOW
Projector	124	£300–£600	£37k–£74k	CHECK	MEDIUM
Document Visualiser	86	£200–£400	£17k–£34k	IN SUPPORT	LOW
Sound Field System	54	£400–£800	£22k–£43k	IN SUPPORT	LOW
Server/NAS	28	£1,500–£8,000	£42k–£224k	UNKNOWN	CRITICAL
Network Infrastructure	148	£200–£2,000	£30k–£296k	CHECK	HIGH
All-in-One Printer/MFD	96	£150–£600	£14k–£58k	IN SUPPORT	LOW
Assistive Tech (AAC, switches, etc)	52	£500–£3,000	£26k–£156k	UNKNOWN	HIGH
<b>TOTAL</b>	<b>6842</b>		<b>£2.84m (mid-range)</b>		

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

RISK & GOVERNANCE ANALYSIS

Governance Area	Status	Commentary
Trust-Wide Asset Register	PARTIAL	20 individual school registers but no central DAM system — inconsistent data quality
Purchase Date Records	GAP	65% of schools lack purchase dates — trust finance reconciliation required
Insurance Valuation Accuracy	AT RISK	School-level schedules unverifiable — £624k estimated gap trust-wide
Server/Network Backup (Secondary)	AT RISK	No trust-wide backup policy or DR testing — critical SPOF at 4 schools
Cyber Security Baseline	PARTIAL	No DfE Digital Standards audit conducted — unsupported devices identified
Capital Refresh Planning	NONE	No trust-wide capital allocation model or 3-year refresh forecast
GDPR Device Oversight	PARTIAL	School-level DPO coverage but no trust register of devices holding personal data
Procurement Standardisation	GAP	Fragmented purchasing — no trust framework contracts or aggregated buying

DATA PROTECTION & GDPR RISK

- Legacy desktop and laptop estate (estimated 10+ years at 6 schools) may hold unencrypted pupil or staff data — no trust-wide decommissioning or data-wipe protocol documented.
- No central register confirms which devices across the 20-school estate hold personal data — UK GDPR Article 30 record of processing review required at trust level with DPO.
- Assistive technology devices in special schools may contain sensitive SEND data — disposal and data retention protocols not verified at trust level.
- BYOD policy at Woodhouse Secondary lacks device tracking or acceptable use verification — potential data leakage risk not assessed.

RISK EXPOSURE DETAIL

Schools with no purchase date records



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Unverified insurance schedules



**Cost of Inaction**

Failure to establish trust-wide asset lifecycle planning and procurement governance now carries four identifiable financial and operational risks: (1) Uninsured loss event across secondary estate — estimated trust-wide gap of £624k between current schedules and actual replacement cost. (2) Emergency replacement of failed infrastructure without planned procurement — typically 20-30% above framework pricing, multiplied across 20 schools. (3) Chromebook fleet failure clustered within 18-month window — 1,456 devices approaching AUE with no coordinated replacement budget or procurement plan. (4) Regulatory exposure under UK GDPR where legacy devices holding pupil data are disposed of without formal data wipe evidence across multiple schools.

**PRIORITY ACTION FLAGS & OWNERSHIP**

**!** Establish central asset register and obtain purchase records from trust finance system — cross-reference with supplier invoices for all high-value infrastructure.

**Owner:** CFO / Finance Team

**!** Commission trust-wide infrastructure review focusing on server/NAS backup verification, network security baseline, and disaster recovery testing at 4 secondary schools.

**Owner:** IT Services Manager / Outsourced IT Provider

**£** No trust-wide capital refresh model exists. 3-year exposure is £612k–£1.89m. Board decision required on capital allocation policy and school funding formula.

**Owner:** CFO / Board Finance Committee

**!** Chromebook AUE cliff-edge within 18-24 months (1,456 devices). Aggregated procurement opportunity — coordinate replacement across 14 primaries via single framework call-off.

**Owner:** Head of Procurement / CFO

**i** Insurance schedule review required before next renewal cycle — school-level valuations cannot be verified against actual replacement cost at trust level.

**Owner:** CFO / Trust Business Manager

**i** DfE Digital Standards baseline assessment recommended — cyber security readiness and device support status not verified trust-wide.

**Owner:** IT Services Manager / DPO

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

## ROOM-BY-ROOM ASSET BASELINE

IT and AV device counts per location, derived from supplied data. Heat shading indicates relative density. Highest-risk locations are highlighted.

## Key Spatial Observation

Oakwood Academy's IT Suite Block contains 124 assets (1.8% of total trust estate) in a single location — the school's only server and backup infrastructure is housed here. Any incident affecting this room would represent an immediate operational crisis and exam delivery risk. Riverside Secondary's 3 computer labs (98 devices combined) similarly represent concentrated risk. At trust level, secondary school IT suites and labs account for 28% of total device count but represent 45% of business continuity risk due to exam delivery dependency and lack of documented failover arrangements.

Location	IT Devices	AV Devices	Total	Concentration
Oakwood Academy — IT Suite Block	102	22	124	VERY HIGH
Riverside Sec — Computer Labs	84	14	98	VERY HIGH
Greendale — Media & Design Suite	68	18	86	HIGH
Millfield Special — AAC Hub	58	14	72	HIGH
Woodhouse Sec — BYOD Station	56	12	68	HIGH
Thornhill Primary — IT Suite	52	10	62	HIGH
Oakwood — Exam Hall Tech	12	46	58	HIGH
Riverside — Sixth Form Study	48	4	52	MEDIUM
Roundhay Special — Sensory Hub	32	16	48	MEDIUM
Greendale — Science Block IT	38	7	45	MEDIUM
Harewood Primary — Chromebook Hub	42	0	42	MEDIUM
Bracken Hill — iPad Charging	38	0	38	MEDIUM
Oakwood — Library & Study	28	6	34	MEDIUM
Riverside — Design Tech	24	8	32	MEDIUM
Millfield — Therapy Rooms (combined)	22	8	30	MEDIUM

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

Woodhouse — Performing Arts	6	22	28	MEDIUM
Thornhill — Year 6 Classrooms	18	8	26	LOW
Greendale — Staff Workrooms	22	2	24	LOW
Various Primary — Classrooms (aggregated)	186	124	310	LOW
Various Secondary — Classrooms (agg)	248	86	334	LOW
<b>Totals — 20 locations</b>	<b>1284</b>	<b>427</b>	<b>1711</b>	

Room-level data represents selected high-concentration locations across the trust's 20 schools. Full room-by-room breakdowns for all schools are held in individual school asset registers. This consolidated view highlights trust-wide concentration risk and spatial dependencies — particularly IT suites and exam halls in secondary schools where single-room incidents could affect exam delivery or business continuity.

KEY BASELINE OBSERVATIONS

- 13 of 20 schools (65%) provided no purchase date records — trust-wide asset lifecycle status cannot be formally confirmed without centralized finance reconciliation.
- Server and network infrastructure across 4 secondary schools represents critical single points of failure — no documented backup verification or disaster recovery testing at trust level.
- 3 secondary schools (Oakwood, Riverside, Greendale) account for 52% of total estate value (£1.48m) — concentrated procurement opportunity and standardisation potential.
- Chromebook fleet across 14 primary schools (1,456 devices) approaching manufacturer Auto Update Expiry (AUE) dates — coordinated replacement required within 18-24 months.
- Insurance schedules at school level cannot be verified against actual replacement cost — trust-wide insurance gap estimated at £624k (22% of mid-range estate value).
- Assistive technology in special schools (52 devices) shows high diversity and fragmented procurement — potential SEND equipment framework consolidation opportunity.
- No trust-wide digital asset management system in place — schools operating independent registers with inconsistent data quality and no central oversight.

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

### 3-YEAR STRATEGIC OUTLOOK & FINANCIAL PLANNING

Financial modelling based on asset data supplied. Figures represent estimated replacement costs using current UK market pricing. The Mid scenario is the recommended planning position.

#### THIS FINANCIAL YEAR — IMMEDIATE BUDGET REQUIREMENT

Recommended 2025/26 trust-level budget provision: £86,000–£124,000 — covering infrastructure audit and backup verification at secondary schools, central asset register implementation, purchase record recovery from finance systems, and DfE Digital Standards baseline assessment. This is a pre-condition for accurate multi-year capital planning and insurance validation.

#### STABILISATION

Now — 12 months

- Implement central digital asset regi...
- Verify backup and DR at all second...
- Obtain purchase records from finan...
- Conduct DfE Digital Standards audit
- Align insurance schedules with verifi...
- Establish trust-wide GDPR device o...

#### PLANNED REFRESH

12 — 24 months

- Coordinate Chromebook replaceme...
- Standardise secondary school platf...
- Implement trust procurement frame...
- Phase legacy desktop replacement ...
- Review assistive tech procurement (...)
- Establish 3-year capital allocation m...

#### OPTIMISATION

24 — 36 months

- Achieve full trust IT standardisation
- Implement predictive replacement c...
- Establish managed device service ...
- Annual trust-wide audit cycle embe...
- Capital smoothing fund operational
- Procurement savings reinvested in ...

#### FINANCIAL SENSITIVITY — 3-YEAR BUDGET MODEL

Scenario	Year 1	Year 2	Year 3	3-Year Total
Low (stabilisation only)	£86,000	£224,000	£302,000	£612,000
Mid (recommended plan)	£124,000	£486,000	£638,000	£1,248,000
High (accelerated refresh)	£168,000	£724,000	£998,000	£1,890,000

#### PROCUREMENT ROUTE GUIDANCE

- Crown Commercial Service (CCS) RM6098 — Technology Products & Associated Services: recommended trust-wide framework for all IT hardware procurement, aggregated across 20 schools.
- ESPO Framework 191\_22 — ICT & Digital Technology: alternative route for interactive displays, AV equipment, and assistive technology with education-specific suppliers.
- Trust-negotiated manufacturer agreements — potential for direct Dell, HP, or Apple education agreements at trust scale (6,842 devices) with multi-year maintenance and warranty inclusion.

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

- Regional MAT consortia purchasing — explore collaboration with other West Yorkshire trusts to increase volume and reduce unit cost on standardised device categories.
- DfE Get Help Buying for Schools frameworks — ensure all procurement aligns with DfE-approved routes and value-for-money guidance for academy trusts.

## GOVERNANCE NOTE &amp; RECOMMENDED NEXT STEPS

- This report should be presented to the Board of Trustees and Audit & Risk Committee at the earliest opportunity — ideally before the next Board meeting in April 2026.
- All financial figures are indicative estimates using UK education sector pricing — formal quotations via framework call-offs are required before any capital commitment is made.
- Obtaining confirmed purchase records from the trust finance system and cross-referencing with supplier invoices is the single highest-priority action and will significantly sharpen all future planning figures.
- An annual trust-wide re-audit is recommended to track asset drift, capture new acquisitions across all 20 schools, and refresh the financial model with current data.
- This report provides independent evidence to support the trust's completion of SFVS (Q8, Q18, Q20–24) and SRM (Q12, Q22, Q24–26, Q37–42) self-assessment checklists.

## YOUR THREE IMMEDIATE NEXT STEPS

- 1 **Commission central digital asset register implementation and integrate with trust finance system.**  
Owner: CFO (Sarah Blackwell) | Deadline: End of Summer Term 2026 | Budget: £12k–£18k for DAM platform + data migration
- 2 **Engage IT services provider to conduct trust-wide infrastructure audit focusing on backup verification, network security, and DR testing at all secondary schools.**  
Owner: IT Services Manager / Outsourced Provider | Deadline: Within 8 weeks | Document findings in Board evidence file
- 3 **Present this report to Board of Trustees and Finance Committee — agree 2025/26 stabilisation budget and 3-year capital allocation policy.**  
Owner: CEO (David Okafor) / CFO (Sarah Blackwell) | Deadline: April 2026 Board meeting
- 4 **Initiate Chromebook replacement procurement planning — coordinate aggregated purchase across 14 primary schools via CCS RM6098 framework.**  
Owner: Head of Procurement / CFO | Deadline: Specification by July 2026 for Sept 2026 delivery | Estimated value: £262k–£408k

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**Conduct DfE Digital Standards baseline assessment and cyber security audit across all 20 schools.**

5

Owner: IT Services Manager / DPO | Deadline: Autumn Term 2026 | Report findings to Audit &amp; Risk Committee

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## BENCHMARKING AGAINST NATIONAL RANGES

The following benchmarks compare Pennine Learning Trust's asset provision and estimated digital spend against national typical ranges derived from SnapXact's analysis of similar multi-academy trusts. These are indicative comparisons to support strategic planning and value-for-money assessment.

Metric	Pennine Trust	National Range (Typical)	Status
Devices per pupil (Primary average)	0.62:1	0.35–0.55:1	Above typical
Devices per pupil (Secondary average)	1.24:1	0.80–1.40:1	Within typical
Devices per pupil (Special average)	2.55:1	2.00–3.00:1	Within typical
Est. digital spend per pupil (Primary)	£168/pupil/yr	£120–£180/pupil/yr	Within typical
Est. digital spend per pupil (Secondary)	£224/pupil/yr	£180–£240/pupil/yr	Within typical
Est. digital spend per pupil (Special)	£312/pupil/yr	£250–£320/pupil/yr	Within typical
Insurance gap (% of estate value)	22%	15–25% (sector average)	Typical but addressable
Schools with no purchase dates	65%	40–60% (sector norm)	Above typical

Note: Benchmarks are derived from SnapXact's internal database of analysed schools and trusts. Primary and secondary schools within the trust show expected variation aligned with phase-specific digital provision requirements. Special schools operate above typical ranges due to assistive technology requirements, which is appropriate and expected.

### Interpretation Guidance

Above typical ranges do not automatically indicate overspending — context matters. Higher device ratios in primary schools may reflect strategic investment in 1:1 device programmes or catch-up provision. The trust should investigate where metrics fall outside typical ranges to understand whether this reflects strategic choice, operational necessity, or potential efficiency opportunity.

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

## INSURANCE AND ASSET VALUATION SUMMARY

## TOTAL VERIFIED IT &amp; AV ASSET VALUE

**£2.84m (mid-range replacement cost)**

## ESTIMATED INSURANCE GAP

**£624,000 (22% of mid-range value)**

Current school-level insurance schedules cannot be verified against actual IT and AV asset values. The trust's annual insurance renewal should be informed by this report's verified estate valuation. Individual schools may be significantly under-insured — particularly secondary schools where single-room concentrations (e.g., Oakwood IT Suite: £140k) exceed typical school policy sub-limits. A formal insurance schedule review with the trust's broker is recommended before the next renewal date.

## VALUE FOR MONEY &amp; PROCUREMENT ANALYSIS

## IDENTIFIED OPPORTUNITIES

**Device Standardisation**

- Trust operates 8 different desktop PC models, 6 laptop variants, and 4 interactive display brands — standardisation opportunity identified.

**Aggregated Procurement**

- 14 of 20 schools (70%) procure IT equipment independently without trust coordination — no aggregated volume discounts or framework utilisation.

**Chromebook Replacement Opportunity**

- Chromebook replacement across 14 primaries (1,456 devices) represents £262k–£408k aggregated purchase — estimated 18-24% saving vs individual school procurement.

**Lifecycle Coordination**

- No coordinated refresh cycle — schools replacing devices reactively rather than proactively, leading to premium emergency pricing.

**Procurement consolidation across 20 schools represents the single largest value-for-money opportunity identified in this report. Moving from school-led reactive purchasing to trust-coordinated strategic procurement via DfE frameworks could deliver 18-24% savings on device refresh cycles and reduce administrative overhead across school business management teams.**

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

CYBER SECURITY & DIGITAL STANDARDS READINESS

Unsupported Devices — Cyber Risk

Estimated 2,340 devices (34% of estate) beyond or approaching manufacturer support lifecycle — includes legacy Windows 7/8 desktops, iPads pre-2018, and Chromebooks approaching AUE dates.

Devices beyond manufacturer support lifecycle represent a cyber security risk as they no longer receive security patches or updates. This is particularly concerning where devices hold pupil or staff personal data. A formal device lifecycle audit and accelerated replacement programme is recommended for devices identified as unsupported.

DfE DIGITAL & TECHNOLOGY STANDARDS — READINESS ASSESSMENT

The DfE's six core digital and technology standards (ATH 2025, section 1.16) provide a framework for trusts to assess and improve their digital provision. This assessment is based on asset data and governance evidence available. A full baseline audit is recommended.

DfE Digital Standard	Status	Commentary
1. Leadership & Governance	DEVELOPING	No trust-wide digital strategy or capital allocation model in place
2. Infrastructure & Connectivity	RISK AREAS IDENTI...	Network infrastructure at 4 schools end-of-life, no backup verification
3. Cyber Security	RISK AREAS IDENTI...	No baseline audit conducted, unsupported devices identified, no trust-wide policy
4. Staff Capability	DEVELOPING	School-level variation in digital capability, no trust training framework
5. Data & MIS	ADEQUATE	School MIS systems operational, but no central asset management integration
6. Digital Teaching & Learning	ADEQUATE	EdTech provision varies by school, no trust-wide platform standards







This readiness assessment supports the trust's completion of SRM self-assessment question 25. A formal DfE Digital Standards audit conducted by the trust's IT services provider or an independent specialist is recommended to validate these findings and produce a detailed improvement plan.

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY


## GOVERNANCE AND COMPLIANCE ALIGNMENT

This section maps the report's findings explicitly to the DfE frameworks the trust is required to complete annually: the Schools Financial Value Standard (SFVS) and the School Resource Management (SRM) self-assessment checklist. This report provides independent evidence to support the trust's completion of both frameworks.

## SFVS EVIDENCE PROVIDED BY THIS REPORT

-  Q8 (Business Continuity & Insurance): This report provides independent verification of IT and AV asset values (£2.84m) and identifies insurance gap (£624k) — supports adequate insurance cover assessment.
-  Q18 (Benchmarking): Trust-level benchmarking included (devices per pupil, digital spend per pupil) — supports income and expenditure benchmarking requirement.
-  Q20 (Procurement): Identifies fragmented purchasing and lack of framework utilisation — supports value for money procurement procedures review.
-  Q21 (Contract Replacement): Highlights need for trust procurement policy and aggregated purchasing — supports contract replacement challenge requirement.
-  Q22 (Collaboration): Identifies procurement aggregation opportunities across 20 schools and potential for regional MAT consortia — supports collaboration for value for money.
-  Q24 (Asset Maintenance): Asset register integrity assessment and room-level concentration analysis — supports premises and asset maintenance standards.

## SRM SELF-ASSESSMENT EVIDENCE PROVIDED BY THIS REPORT

-  Q12 (Risk Management): Risk league table ranking all 20 schools by infrastructure exposure — supports board risk management oversight requirement.
-  Q16 (3-Year Budget Forecast): Three-year financial model with low/mid/high scenarios (£612k–£1.89m) — supports 3-year budget forecast approval.
-  Q22 (Estate Survey & Capital Provision): Room-level concentration analysis and infrastructure risk assessment — supports physical estate survey requirement.
-  Q24 (Estate Vision & Strategy): Identifies need for trust-wide digital infrastructure strategy — supports estate vision and asset management plan requirement.
-  Q25 (DfE Digital Standards): Readiness table against six core standards with gap analysis — provides baseline for trust digital standards compliance.

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

- ✓ Q26 (Business Continuity): Server/network backup verification gaps identified at secondary schools — supports business continuity and insurance adequacy.
- ✓ Q37 (Benchmarking Actions): Trust-level benchmarking with national comparators and identified actions — supports benchmarking and follow-up action requirement.
- ✓ Q38–Q42 (Procurement): Detailed procurement route guidance, framework recommendations, aggregation opportunities — supports procurement compliance and VFM.

**Using This Report for SFVS and SRM Completion**

When completing the SFVS and SRM checklists, trustees and the CFO should reference this report as supporting evidence in the 'Comments, evidence and proposed actions' column. For example: 'SFVS Q8 — Asset register and insurance adequacy verified via independent SnapXact Asset Intelligence Report (Ref: SX-MAT-002, March 2026). Insurance gap of £624k identified and action plan agreed.' This provides auditable evidence of governance oversight and demonstrates robust self-assessment.

EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

BOARD CONSIDERATIONS

The following items are written for trustees and Board members. These are strategic considerations arising from this report's findings that the Board may wish to discuss, challenge, or approve at an upcoming meeting. They are presented in governance-appropriate language suitable for Board papers and committee minutes.

- 1 Adopt a trust-wide digital infrastructure strategy with 3-year capital allocation model and school funding formula to replace reactive, school-led purchasing.
- 2 Review and approve a trust procurement policy requiring all IT purchases above £5,000 to follow DfE frameworks or aggregated trust routes — embed value-for-money controls.
- 3 Include digital infrastructure and cyber security as standing items on the trust risk register — assign to Audit & Risk Committee with quarterly reporting.
- 4 Review insurance coverage across all 20 schools against verified asset values (£2.84m) and address estimated £624k gap before next renewal.
- 5 Approve capital budget provision for 2025/26 stabilisation phase (£86k–£124k) and in-principle commitment to 3-year refresh programme (£1.25m mid-scenario).
- 6 Commission DfE Digital Standards baseline assessment to inform trust digital strategy and support SRM self-assessment completion (Q25).
- 7 Consider appointment of a trust-level Director of Digital Infrastructure or IT Services Manager to provide strategic oversight and reduce school-level variability.

These considerations are provided to support Board discussion and strategic decision-making. They do not constitute recommendations or instructions — the Board retains full autonomy over trust strategy and capital allocation decisions. SnapXact's role is to provide independent evidence and analysis to inform those decisions.

TRUST-WIDE RISK LEAGUE TABLE — INFRASTRUCTURE EXPOSURE BY SCHOOL

The following table ranks all 20 schools in the trust by infrastructure risk exposure. Risk scoring considers asset value, data gaps, single points of failure, cyber security baseline, and business continuity readiness. This supports the Board's risk management oversight (SRM Q12) and prioritisation of intervention or capital allocation.

#	School	Pupils	Assets	Estate Value	Risk	Primary Risks
1	Oakwood Academy (Sec)	1180	892	£512k	CRITICAL	No purchase records, legacy server estate, no backup verification
2	Riverside Secondary	945	721	£448k	CRITICAL	Single server SPOF, exam delivery systems unverified, no DR plan

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

3	Millfield Special School	145	349	£286k	HIGH	AAC devices unsupported, safeguarding systems on legacy hardware
4	Thornhill Primary	420	287	£142k	HIGH	IT suite concentration risk, legacy interactive boards
5	Greendale Academy (Sec)	1050	678	£421k	HIGH	Network infrastructure end-of-life, fragmented purchasing
6	Harewood Primary	385	245	£128k	MEDIUM	Insurance gap £28k, no asset register review since 2022
7	Bracken Hill Primary	350	224	£118k	MEDIUM	Desktop fleet age unverified, procurement records incomplete
8	Woodhouse Secondary	880	612	£398k	MEDIUM	BYOD policy but no device tracking, cyber hygiene gaps
9	Kirkstall Primary	315	198	£104k	MEDIUM	Mixed device ecosystem, no standardisation
10	Horsforth Vale Primary	405	268	£136k	MEDIUM	Chromebook fleet approaching EOL, no refresh budget

## Risk League Table (continued — schools 11 to 20)

#	School	Pupils	Assets	Estate Value	Risk	Primary Risks
11	Bramley Park Primary	290	182	£96k	MEDIUM	AV provision outdated, interactive displays failing
12	Crossgates Primary	340	215	£112k	MEDIUM	No IT support SLA, reactive maintenance only
13	Roundhay Special School	128	308	£248k	MEDIUM	Assistive tech diversity — procurement fragmentation
14	Chapel Allerton Primary	365	232	£121k	LOW	Recent audit completed, minor gaps only
15	Meanwood Primary	295	189	£99k	LOW	Good records, standardised fleet, refresh plan in place
16	Seacroft Primary	310	195	£102k	LOW	Recent procurement via framework, minimal risk

## EXAMPLE REPORT — FOR ILLUSTRATION PURPOSES ONLY

17	Shadwell Primary	275	174	£91k	LOW	Small estate, well-managed, annual review cycle
18	Wetherby Primary	320	203	£106k	LOW	Standardised on single platform, good governance
19	Garforth Primary	285	181	£95k	LOW	Recent capital investment, no immediate concerns
20	Rothwell Primary	338	214	£112k	LOW	Clean audit 2025, proactive SBM, minimal exposure