



St Alban Catholic Academies Trust

Report to Trustees

Audit for the year ended 31 August 2018

As discussed 12 December 2018.

St Alban Catholic Academies Trust Report to Trustees

Contents

	Page
1 Introduction	2
2 Summary	3
3 Key audit issues	6
4 Post management accounts adjustments	13
5 Systems and controls	15
Appendix I – Proposed letter of representation (audit)	
Appendix I – Proposed letter of representation (regularity)	

St Alban Catholic Academies Trust

Report to Trustees

1 Introduction

Streets is a top 40 firm of Chartered Accountants, looking after clients across the education sector including Academies, Free Schools and University Technical Colleges, throughout the East Midlands, East of England, South and East Yorkshire, London and the South East. Further information on our work with Academies and schools is included on our website.

Streets Chartered Accountants has offices in Bedford (Wyboston Lakes), Brighton & Hove, Northampton, Cambridge, Grantham & Newark (Long Bennington), Hull, Lincoln, London, Manchester, Newmarket, Northampton, Peterborough, Sheffield and Stevenage.

Streets Audit LLP is registered to carry on audit work in the UK and Ireland by the Institute of Chartered Accountants in England and Wales. Details of our registration can be viewed at www.auditregister.org.uk and www.cro.ie/auditors for Ireland, under reference number C001217999.

St Alban Catholic Academies Trust

Report to Trustees

2 Summary

Please note that, throughout this document, we have referred to trustees as the governing body. In a multi-academy trust, the terms trustee and director are interchangeable, with governors referring to local governing bodies.

2.1 Communications required by Auditing Standards

We have audited the statutory accounts for the St Alban Catholic Academies Trust for the year ended 31 August 2018 in accordance with the terms of our engagement letter. We draw your attention to the following points, as required by auditing standards.

a) Qualitative aspects of the academy's accounting practices and financial reporting

We have no comments to make concerning the qualitative aspects of the academy's accounting practices and financial reporting.

b) Reconciliation to Management Accounts

Section 4.1 of this report includes a reconciliation of the management figures submitted for audit to the actual outturn reported in the draft statutory accounts. The reconciliation includes details of the adjustments which were agreed with the school's finance team during the course of the audit. As trustees, we would ask you to confirm that you agree to these adjustments being made.

c) Unadjusted items

Section 4.2 of this report includes potential adjustments identified during the course of the audit. We have only reported items of more than £5,000, unless they are material by nature, as other items are considered not to be material.

d) Material weaknesses in the accounting and internal control systems

As you are aware from our letter of engagement, our audit procedures were directed towards testing the accounting systems in operation upon which we have based our assessment of the accounts. Section 5 of this report contains details of areas which were identified during the course of the audit and our recommendations. It is not intended to be a full list of all potential weaknesses that may be present in your systems.

St Alban Catholic Academies Trust Report to Trustees

e) Letters of representation

Appendix 1 and 2 to this report contains our proposed letters of representation which we will request from you prior to issuing the final accounts. We would be grateful if you could review these letters and let us know if there are any areas you wish to query. One letter covers statutory audit requirements and the other covers the regularity audit requirement.

We will require the letters of representation to be signed by all of the trustees (who are directors for the purposes of the Companies Act). Alternatively, we will require a copy of the board minute which documents the trustees' consideration and acceptance of their contents.

f) Expected modifications to the auditor's report

There are no modifications expected to the audit report.

g) Other matters required by Auditing Standards to be communicated

There are no other matters that we are required by auditing standards to communicate to you.

h) Other relevant matters relating to the audit

We have discussed with you the fact that we provide accounting and corporation tax services to the academy in addition to acting as auditors. We wish to confirm to you that in our opinion the provision of such services does not affect our independence as the additional services are of a compliance nature and management takes any decisions where judgement is required.

2.2 Outstanding matters

We draw your attention to the following information which is outstanding. We will be unable to issue final financial statements until we have received the following items which are discussed further in this report;

- a) Confirmation/decisions on the points included in this report as appropriate
- b) Successful completion of Post Balance Sheet Events work
- c) Signed letters of representation

St Alban Catholic Academies Trust Report to Trustees

2.3 Conduct of the audit

We would like to take this opportunity to thank the accounting staff for their help and assistance during the audit, which was gratefully appreciated.

2.4 Purposes of the report

Please note that this report has been prepared for the sole use of the Academy. It must not be disclosed to third parties, quoted or referred to, without our prior written consent. No responsibility is assumed by us to any other person.

St Alban Catholic Academies Trust

Report to Trustees

3 Key audit issues

This section details the key issues that arose during our Financial Statement audit and our Regularity audit. It also includes areas that we consider require further explanation or consideration by the Trustees.

3.1 Financial Statement Audit

Audit approach: Our general audit approach was determined by our assessment of the audit risk, both in terms of the potential misstatement in the financial statements and of the control environment in which the company operates.

To summarise our approach, we:

- updated our understanding of the school and its environment;
- reviewed the design and implementation of key internal financial control systems; and
- planned and performed an audit with professional scepticism recognising that circumstances may exist that cause the financial statements to be materially misstated.

Significant risks arise on most audits and are often derived from operational risks that may result in a material misstatement, relate to unusual transactions that occur infrequently, or judgemental matters where measurement is uncertain. In areas where we identified the potential for significant risk, we extended our audit testing to include more detailed substantive work. Our work in other areas was proportionally less.

We apply the concept of materiality both in planning and performing the audit, and in evaluating the effect of identified misstatements on the audit and of uncorrected misstatements. In general, misstatements, including omissions, are considered to be material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in the light of surrounding circumstances, and are affected by our perception of the financial information needs of users of the financial statements, and by the size or nature of a misstatement, or a combination of both.

There were no changes to our audit approach as previously communicated to you.

Work done and Results: Please see the summary of significant audit tests and findings in section 3.2.

Conclusion: Subject to management consideration of the points raised, together with confirmation of various disclosures within the accounts, we anticipate that we will issue an unqualified audit opinion.

St Alban Catholic Academies Trust Report to Trustees

3.2 Summary of significant audit findings

A) Significant risk area

Risk area	Findings, significance and recommendations	Management response / timetable												
<p>Income Under UK auditing standards we are required to include income recognition as a default risk on all audits, regardless of whether there have been any issues observed in the current or previous year.</p> <p>Ensure all income (from ESFA, LA and other sources) is complete and recorded in the correct accounting period.</p>	<p>Income was tested and agreed to funding agreements by proof in total or on a sample basis.</p> <p>Adjustments were made to accrue rather than defer pupil premium income, to account for cut off on trip income and rates relief.</p> <p>No further points have been identified.</p>	<p><i>Noted</i></p>												
<p>Payroll costs and disclosures Ensure wages and salaries reflect staff costs and are in line with ESFA expected staffing levels.</p>	<p>Payroll costs were reviewed by proof in total and a sample of individuals selected for detailed audit testing. Personnel files confirmed the rates of pay and pension contributions for individuals tested.</p> <p>The following ratio of staff costs to charitable expenses and income were noted:</p> <table border="1" data-bbox="696 1023 1626 1233"> <thead> <tr> <th></th> <th style="text-align: right;">2018</th> <th style="text-align: right;">2017</th> </tr> </thead> <tbody> <tr> <td>Staff costs – note 9</td> <td style="text-align: right;">£12,350,825</td> <td style="text-align: right;">£11,178,501</td> </tr> <tr> <td>Staff costs to relevant charitable expenditure</td> <td style="text-align: right;">(12,350,825/17,086,734) 72.3%</td> <td style="text-align: right;">(11,178,501/14,393,375) 77.67%</td> </tr> <tr> <td>Staff costs to GAG and LA income</td> <td style="text-align: right;">12,350,825 / 13,189,251 + 519,249 90%</td> <td style="text-align: right;">(11,178,50 / 11,648,170) 92.45%</td> </tr> </tbody> </table> <p>Full disclosure has been made in the accounts for staff salaries in excess of £60k and of trustee remuneration.</p>		2018	2017	Staff costs – note 9	£12,350,825	£11,178,501	Staff costs to relevant charitable expenditure	(12,350,825/17,086,734) 72.3%	(11,178,501/14,393,375) 77.67%	Staff costs to GAG and LA income	12,350,825 / 13,189,251 + 519,249 90%	(11,178,50 / 11,648,170) 92.45%	<p><i>Noted</i></p>
	2018	2017												
Staff costs – note 9	£12,350,825	£11,178,501												
Staff costs to relevant charitable expenditure	(12,350,825/17,086,734) 72.3%	(11,178,501/14,393,375) 77.67%												
Staff costs to GAG and LA income	12,350,825 / 13,189,251 + 519,249 90%	(11,178,50 / 11,648,170) 92.45%												

St Alban Catholic Academies Trust Report to Trustees

<p>Other expenditure Ensure non-payroll costs have been authorised appropriately and classified correctly in the accounts, ensuring compliance with regularity requirements.</p>	<p>A sample of expenses was selected for testing and agreed to supporting documentation. All costs were in line with the expected costs incurred in running a school of this size.</p> <p>VAT is recovered on purchases (where applicable) using VAT form 126. The academy trust received lettings income totalling £27k in the year (2017 23k) and VAT claims may need to be restricted on costs attributable to this additional income e.g. energy costs and contract cleaning.</p> <p>The capitalisation of relevant fixed assets was adjusted as part of the accounts preparation work, in discussions with Chief Financial Officer.</p>	<p><i>Noted. Consideration of formal registration was discussed.</i></p>
<p>Related Party Disclosures and Pecuniary Interests The academy should maintain a register of potential related parties, and disclose any transactions with related parties in the accounts.</p>	<p>The school has continued its policy requiring trustees and all staff to sign annual declarations of pecuniary interests. This also includes details of the same family members working within the trust.</p> <p>Details requested for staff are limited to the potential purchase of goods and services by the academy. Details requested for trustees include declarations of positions of influence in other organisations.</p> <p>It was confirmed the register of business interests for the trustees has been published on the trust's website.</p>	<p><i>Accounts to be updated to show Jane Crow resigning from the member post year end.</i></p>
<p>Going Concern Consider the ability of the academy to continue as a going concern for a period of at least 12 months from the date of signing the accounts.</p>	<p>The budgets for 2018/19 report an expected in-year deficit for 2018/19 (excluding capital expenditure) of £272,165.</p> <p>The academy has net current assets £3.1m (2017 £1.3m) which excludes the pension scheme deficit.</p> <p>The accounts have been prepared on a going concern basis on the grounds that the reserves brought forward are expect to support the activities of the academy for a period of at least 12 months from the date the accounts are expected to be approved.</p> <p>We concur with this treatment.</p>	<p><i>Noted</i></p>

St Alban Catholic Academies Trust Report to Trustees

<p>Management and Governance Consider the management and governance structure at the academy to ensure it is in line with ESFA guidance and provides effective operational controls.</p>	<p>It is clear from the minutes of governor meetings that documents issued by the ESFA are regularly circulated and discussed at committee meetings.</p> <p>Internal scrutiny continued to be provided by the school's Responsible Officer and termly reports have been provided.</p>	<p><i>Noted</i></p>
<p>a) Compliance with ESFA reporting requirements</p>	<p>The academy continues to meet its requirements for filing documents with the ESFA within deadlines. We do not consider there to be any risk that the deadline will not be met this year.</p>	
<p>b) Management override of controls</p>	<p>Under UK auditing standards we are required to include management override of controls as a default risk on all audits, regardless of whether there have been any issues observed in the current or previous year. No override of controls was noted.</p>	
<p>c) An assessment of principal risks and uncertainties</p>	<p>The Trustees' report includes confirmation that the trustees have assessed the principal risks to which the academy is exposed.</p>	
<p>d) Confirmation that action has been taken, where necessary, to mitigate any risks</p>	<p>The Trustees' report includes confirmation that action has been taken to mitigate any risks as and when they consider this to be appropriate.</p>	
<p>e) Appropriate reserves policies have been adopted.</p>	<p>The Trustees' report included in the draft accounts includes reference to the reserves policy. The academy aims to hold a prudent level of resources which covers the day to day needs plus unforeseen circumstances. As at 31 August 2018 the academy has free reserves of £1.3m.</p>	

St Alban Catholic Academies Trust Report to Trustees

B) Other areas where issues were identified during the audit

No other issues were identified during the audit.

C) Other matters to bring to your attention – Two new academies to the MAT

On 1st January 2018 St Vincent's Catholic Primary School and St Mary's Primary School converted to academy status under the academies act 2010 and the operations, assets and liabilities were transferred to St Alban Catholic Academies Trust from Central Bedfordshire Council. 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 headings with a corresponding net amount recognised as a net loss in the Statement of Financial Activities as donations – transfer from local authority on conversion.

The fair value of the assets transferred for St Vincent's Catholic Primary School comprised of cash of £71,726 and a LGPS deficit of £335,000. On conversion the primary school's car park was transferred to the Diocese. The land is owned by The Northampton Roman Catholic Diocese Trust and is used under the terms of supplement agreement. The trust does not consider they have control over this land and have therefore not included it within these financial statements. On conversion the playing fields were granted to the trust under 125 year lease. The Trust does not consider they have control over this land and have therefore not included it within the financial statements.

On 1st January 2018 St Mary's Primary School converted to academy status under the academies act 2010 and the operations, assets and liabilities were transferred to St Alban Catholic Academies Trust from Central Bedfordshire Council. 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 headings with a corresponding net amount recognised as a net loss in the Statement of Financial Activities as donations – transfer from local authority on conversion.

The fair value of the assets transferred for St Mary's Primary School comprised of cash of £94,421 and a LGPS deficit of £342,000. On conversion the playing fields were granted to the trust under 125 year lease. The MAT consider they do not have control over this land and have therefore not included it within the financial statements. The Trust does not consider they have control over this land and have therefore not included it within the financial statements.

St Alban Catholic Academies Trust Report to Trustees

3.3 Regularity Audit

Audit approach: In addition to our audit report on the financial statements the Accounts Direction also requires us to issue an assurance report on Regularity. This requirement was brought in by the ESFA in 2012, together with the additional “Statement on Regularity, Propriety and Compliance” which is signed by the Accounting Officer.

The Accounting Officer needs to be satisfied that the reporting practices are effective and complete for the year under review to enable them to sign the statement of regularity in the financial statements.

Work done and Results: We conducted our regularity assurance engagement in accordance with the Academies Accounts Direction 2017 to 2018 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 included examination, on a test basis, of evidence relevant to the regularity and propriety of the academy trust’s income and expenditure. The work undertaken to draw our conclusions included:

- Review of the Academy’s systems and controls to ensure effective design;
- Confirmation of satisfactory operation of controls during the year, including authorisation of invoices, payments and salary adjustments;
- Review of a sample of expenses focussing on those nominal codes considered to include transactions of a greater risk;
- Review of the reports from internal scrutiny work undertaken during the year;
- Discussions with the Finance Team.

Conclusion: We draw your attention to the disclosure made within the regularity assurance report for the year. Subject to the satisfactory clearance of any outstanding/unresolved the matters outlined in this report we do not anticipate any changes to this. There were no other regularity issues which need to be brought to your attention in connection with the regularity assurance engagement.

St Alban Catholic Academies Trust Report to Trustees

For your information, the Academies Accounts Direction issued in May 2018 now specifies that the purchase of alcohol and excessive gifts is irregular expenditure and not for the purpose intended. This is regardless of the funds being used, i.e. GAG, other restricted funds or general funds. We recommend that your finance policies including your gifts and hospitality policy are updated for this, if not already, and this is communicated across your trust.

St Alban Catholic Academies Trust Report to Trustees

4 Post management accounts adjustments

Adjustments have been made in arriving at the draft financial statements following discussions with the school's finance team. Please review these adjustments and advise us if you are not in agreement with any of them. The adjustments are as follows:

4.1 Reconciliation of audit adjustments:

	Resources Increase / (Decrease) (Dr) / Cr £
Net income per consolidated trial balance	1,512,683
Correction of opening balances	88,508
Adjustment to cut off for pupil premium	32,106
Adjustment to rates relief	2,375
Adjustment to CIF income	180,121
Deferring trip income and expenditure relating to 18-19	(19,251)
Bring in school fund bank accounts	64,150
Adjustments to year end creditors / accruals	(34,540)
Correction of catering income posting	24,332
Recognising LGPS deficit on conversion of St Vincent's and St Mary	(677,000)
LGPS net cost in SOFA	(608,000)
LGPS net gain in year	789,000
Revised net income for the year	£1,354,484

St Alban Catholic Academies Trust Report to Trustees

4.2 Unadjusted items

We are required to report any potential adjustments to those charged with governance of the Trust. As set out in section 2.1 we have only reported items in excess of £5,000, or items that we consider to be material by nature.

Potential adjustments in excess of £5,000 which were noted during the audit were as follows:

- There is an unreconciled difference on the intra-academy accounts of £40,833. The effect of this unreconciled difference is potential understated net income of £40,833.
- There is potential capital equipment within SMP4155 of £5,366. The effect of this is an understatement of net income of £5,366.

No adjustment required.

St Alban Catholic Academies Trust Report to Trustees

5 Systems and controls

As part of our audit we are required by auditing standards to review the main systems and controls operated by the company, and report any material weaknesses to those charged with governance. Our procedures are designed primarily with a view to the expression of an opinion on the accounts. Our comments cannot therefore be expected to include all possible improvements in the internal controls that a more extensive review by Internal Audit or the Responsible Officer might identify.

No.	Weakness	Recommendation	Category of Weakness	Management Response
1	As part of the year end accounts preparation significant cut off adjustments were identified and adjusted for. There is a risk the management accounts could become materially misleading if these adjustments are not carried out during the year.	We recommend monthly adjustments are made for accrued and deferred income to ensure the management accounts	Low	<i>Opening balances are to be entered shortly. At this time a discussion will take place to see how this can be reviewed in the current year.</i>

St Alban Catholic Academies Trust

Report to Trustees

Appendix 1 – Proposed Audit Letter of Representation

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your audit of the academy trust's financial statements and, as relevant, your assurance engagement on regularity for the year ended 31 August 2018. These enquiries have included inspection of supporting documentation where appropriate. All representations are made to the best of our knowledge and belief.

General

- 1 We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter, under the Companies Act 2006 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 2 All the transactions undertaken by the academy trust have been properly reflected and recorded in the accounting records.
- 3 All the accounting records have been made available to you for the purpose of your audit and regularity assurance engagement. We have provided you with unrestricted access to all appropriate persons within the academy trust, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with the Education and Skills Funding Agency, Department for Education and the Charity Commission.
- 4 The financial statements are free of material misstatements, including omissions.
- 5 The effects of uncorrected misstatements (as set out in the Report to Trustees) are immaterial both individually and in total.
- 6 We have reviewed the list of proposed journal adjustments (as set out in the Report to Trustees). We agree that these adjustments are required to ensure that the financial statements present a true and fair view and have been allocated in accordance with our accounting policies.

Internal control and fraud

- 7 We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error and which conform to the requirements both of propriety and good financial management. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.

St Alban Catholic Academies Trust Report to Trustees

- 8 We have disclosed to you all instances of known or suspected fraud affecting the entity involving management, employees who have a significant role in internal control or others that could have a material effect on the financial statements.
- 9 We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysts, regulators or others.

Assets and liabilities

- 10 The academy trust has satisfactory title to all assets and there are no liens or encumbrances on the academy trust's assets, except for those that are disclosed in the notes to the financial statements.
- 11 All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
- 12 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

- 13 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Loans and arrangements

- 14 The academy trust has not granted any advances or credits to, or made guarantees on behalf of trustees other than those disclosed in the financial statements.

Legal claims

- 15 We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

Law and regulations

- 16 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

- 17 Related party relationships and transactions, comply with the academy trust's financial regulations, relevant requirements of the Academies Financial Handbook and have been appropriately accounted for and disclosed in the financial statements. We have

St Alban Catholic Academies Trust Report to Trustees

disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with the requirements and guidance set out in the Companies Act 2006, the Charities SORP and the Academies Accounts Direction issued by the Education and Skills Funding Agency.

Subsequent events

- 18 All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

- 19 We believe that the academy trust's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the academy trust's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the academy's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

- 20 Grants made by the Department of Education and Education and Skills Funding Agency have been applied for the purposes intended and the Accounting Officer has ensured regular and proper use and value for money of monies received from government.
- 21 All other grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

We acknowledge our legal responsibilities regarding disclosure of information to you as auditors and confirm that so far as we are aware, there is no relevant audit information needed by you in connection with preparing your audit report of which you are unaware.

We confirm that so far as we are aware, there is no relevant other information needed by you in connection with preparing your reporting accountant's assurance report on regularity of which you are unaware.

Each trustee has taken all the steps that he/she ought to have taken as a trustee in order to make themselves aware of any relevant audit/other information and to establish that you are aware of that information.

Yours faithfully

Mrs Madge Chenery Signed on behalf of the board of trustees

St Alban Catholic Academies Trust

Report to Trustees

Appendix 2 – Proposed regularity Letter of Representation

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as I consider necessary in connection with your assurance report on regularity to St Albans Catholic Academies Trust and the Education and Skills Funding Agency (ESFA) for the year ended 31 August 2018. These enquiries have included inspection of supporting documentation where appropriate. All representations are made to the best of my knowledge and belief.

General

- 1 I have fulfilled my responsibilities as accounting officer under the requirements of the funding agreement between St Alban Catholic Academies Trust and the Secretary of State for Education dated 28 August 2015 and the Academies Financial Handbook 2017.
- 2 I acknowledge my personal responsibility to Parliament for the regularity and propriety of the public finances for which I am answerable; for the keeping of proper accounts; for effective internal controls; for prudent and economical administration; for the avoidance of waste and extravagance; for achieving value for money; and for the efficient and effective use of all the resources in my charge.
- 3 I acknowledge my responsibility to notify the governing body and the ESFA of any instances of material irregularity or impropriety, or non-compliance with the terms of the academy trust's funding agreement and have had due regard to the requirements of the Academies Financial Handbook 2016 in performing this duty.
- 4 Any instances of material irregularity, impropriety, or non-compliance discovered to date have been notified to the governing body and the ESFA.
- 5 Significant matters of which you should be aware have been brought to your attention including any instances of irregularity, impropriety or non-compliance with laws and regulations specific to the academy trust's authorising framework.
- 6 Full and free access has been granted to the all records, correspondence, information and explanations that you have considered necessary to enable you to perform your work.

Yours faithfully

Mr Joseph Richardson, Accounting Officer

www.accountants4academies.co.uk