

# drb Ignite Multi Academy Trust

---

## Statement of Internal Control

*Academic Year 2019/20*

## Statement of Internal Control

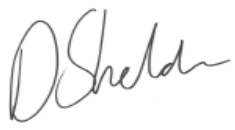
### Academic Year 2019/20

1. This Statement relates to the internal controls for the drb Ignite Trust for the twelve month period from 01 September 2019 to 31 August 2020.

The Trust Board is responsible for ensuring that the Trust:

- keeps proper accounting records during the year which will disclose, with reasonable accuracy and at any time, the financial position of the Trust
  - such accounts have been drawn up in accordance with the Academies Financial Handbook 2019 and other ESFA guidelines, enabling the Trust to prepare an annual income and expenditure statement that is fully compliant with the DFE and ESFA requirements
  - maintains and operates an effective system of internal control to safeguard all the resources delegated, granted or otherwise entrusted to the Trust, ensuring they are used cost effectively.
2. The Trust's system of internal control has been developed and is led and overseen by the Chief Financial Officer. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions are properly authorised and recorded and that material errors or irregularities are either prevented or can be detected promptly and acted upon.
  3. The Trust's review processes for overseeing the effectiveness of the systems of internal control are informed by:
    - regular scrutiny of financial and other performance monitoring data
    - regular reports from the Chief Financial Officer to the CEO and Trust Board
    - the most recent report of the Trust's internal auditor
    - regular self-evaluation of the internal controls undertaken by the Risk and Audit Sub Committee and Trust Board (completed September 2019 and January 2020)

4. The Trust Board is satisfied that the internal control systems in operation at the Trust during the last year have been adequate and effective as all recommendations on Internal audit have been actioned.
  
5. The Trust Board propose over the 2019/20 academic year to take the following improvement and monitoring actions:
  - as the Trust increases the number of schools, systems will become more standardised. All systems will be regularly reviewed to ensure they remain efficient
  - the Risk and Audit sub-committee of the Trust will meet at least quarterly to monitor financial probity and the effectiveness of internal controls
  - the Trust's Risk Register will be used to alert the Board to all risks/issues and associated mitigation strategies
  - the Trust's Strategic Business Plan will continue to have a designated workstrand for Financial Probity to ensure improvement/ development priorities are fully addressed, monitored and evaluated
  - all Trust schools will be allocated an experienced accountant to guide and support the school business manager to embed secure financial arrangements that meet the compliance requirements of the ESFA and Academies Financial Handbook 2019
  - all Trust schools will report to the Board on issues of budget and financial probity through the termly internal Trust Improvement Board meetings.

<b>Monitoring and review</b>	Trust Board Risk and Audit Sub Committee
<b>Links</b>	Academies Financial Handbook 2019 Trust Risk Register DCFS (CFR) guidelines
<b>Staff responsible</b>	CFO CEO and Accounting Officer
<b>Committee responsible</b>	Risk and Audit Sub Committee
<b>Date approved</b>	February 2020
<b>Reviewed</b>	February 2020
<b>Next review</b>	September 2020
<b>Sign off by Chair of Trust</b>	 <p style="text-align: right;">Date: February 2020</p>

\*Please note that should there be any changes/further national guidance issued relevant to this Statement, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

## Change Management

Issue No.:	Change date:	Change description:
1.0	Sept'17	Initial release
2.0	Nov'18	Rebranded, updated and signed off for release
3.0	Nov'19	Checked, no content changes, signed off
4.0	Feb'20	Reviewed, updated and signed off