



Feltons

CHARTERED ACCOUNTANTS
& BUSINESS ADVISERS

**OCKER HILL ACADEMY TRUST
REPORT TO MANAGEMENT
YEAR ENDED 31 AUGUST 2023**

REPORTING TO THE BOARD OF TRUSTEES

We have pleasure in submitting our audit findings report to the board of trustees of Ocker Hill Academy Trust, which sets out the findings from our audit of the statutory financial statements of the academy for the period ended 31 August 2023. Auditing standards require us to communicate to those charged with governance various matters from our audit including:

- ▶ our views about significant qualitative aspects of the Academy's accounting practices, including accounting policies, accounting estimates and financial statement disclosures,
- ▶ significant difficulties, if any, encountered during the audit,
- ▶ any significant matters arising during the audit and written representations we are requesting,
- ▶ circumstances that affect the form and content of our Auditor's Report, if any, and,
- ▶ any other significant matters arising during the audit that, in our professional judgement, are relevant to the oversight of the financial reporting process.

This report, sets out matters arising which we believe should be brought to your attention. The matters included have been discussed with management during our audit and we have incorporated their responses and proposed actions.

These matters have come to light during the course of our normal audit and assurance tests which are designed to assist us in forming our opinion on the financial statements and providing a limited assurance conclusion on regularity. Our tests may not necessarily disclose all errors or irregularities and should not be relied upon to do so. However, any irregularity which has come to our attention during our audit and assurance tests is reported in this document.

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REPORTING TO THE BOARD OF TRUSTEES

We have complied with the Financial Reporting Council's Ethical Standard and any threats to our independence, have been properly addressed through appropriate safeguards. No additional facts or matters have arisen during the course of the audit that we wish to draw to your attention and we confirm that we are independent and able to express an objective opinion on the financial statements.

- ▶ This report has been prepared for the sole use of the trustees of Ocker Hill Academy Trust. We understand that you are required to provide a copy of this report to the Education and Skills Funding Agency. With the exception of this, no reports may be provided to third parties without our prior consent. Consent is, and will only be, granted on the basis that such reports are not prepared with the interests of anyone other than the academy in mind and that we accept no duty or responsibility to any other party. No responsibilities are accepted by Feltons (Bham) Limited towards any party acting or refraining from action as a result of this report.
- ▶ We welcome the opportunity to discuss this report with you and receive your feedback.
- ▶ We would like to express our thanks to all members of the academy's staff who assisted us in carrying out our work during the audit.



Feltons (Bham) Limited

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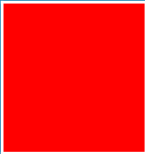
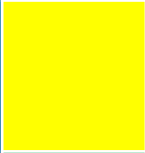





FOCKERS HILL ACADEMY TRUST FINANCIAL SYSTEMS AND CONTROLS

FINANCIAL SYSTEMS AND CONTROLS

- ▶ We have set out in this section key internal control matters identified during our audit work which we believe should be reported to you.
- ▶ Our evaluation of financial systems and controls relevant to the preparation of the financial statements of Ocker Hill Academy Trust was carried out for the purposes of planning and executing our audit of those financial statements. Accordingly, it is not intended to be a comprehensive review or opinion of the organisation's processes and control environment and would not necessarily reveal all weaknesses in accounting practice or internal controls which a special investigation might highlight, nor irregularities or errors which are immaterial to the financial statements.

	Findings categorised in red are a key concern which exposes the academy to a high degree of unnecessary risk and where the recommendation should be a priority of the trustees.
	Findings categorised in amber are a significant concern which exposes the academy to a moderate degree of unnecessary risk and where improvement is believed to be required.
	Findings categorised as green are a minor concern where action is not required but the suggested improvement should be considered or has already been actioned.

FINANCIAL SYSTEMS AND CONTROLS

Priority	Audit Finding	Recommendation	Management Responses
	<p>There were a number of errors in accounting which we found as part of our year end testing. These included;</p> <p>a) The detailed nominal ledger did not reconcile to the trial balance provided.</p> <p>b) The system bank balance per the bank reconciliation report completed does not reconcile to the trial balance provided.</p> <p>c) After date transactions appear on the bank statement as the date of the transaction has not been changed from the posting date.</p> <p>d) There were items where an accrual had correctly been entered but no order had been raised on the system for works that had been completed.</p> <p>e) The outstanding order report contained old orders which were no longer relevant and should have been removed from the system.</p>	<ul style="list-style-type: none"> • Bookkeeping during the year and at the year end to be conducted and checks carried out. • At the year end a review of the final balances for errors and reclassifications should be conducted. • All adjusting entries should be processed via the financial management system. • Bank payments should be included on the financial system in the period they relate to. • Identification of capital expenditure items posted on the financial system should be conducted throughout the year. At the year end all relevant capital expenditure should be posted as fixed asset additions. 	<p>Action has been taken to rectify some points raised and we feel strongly that the other findings can be remedied quickly through support, training and collaborative working with Feltons and Total Finance. We are looking forward to meeting as a team in January 2024 to address these issues.</p>

FINANCIAL SYSTEMS AND CONTROLS

Priority	Audit Finding	Recommendation	Management Responses
	School Fund bank account is not included on the Financial Management system.	<ul style="list-style-type: none">Although there are minimal transactions being processed through School Fund and a thorough spreadsheet is kept detailing all transactions, the account should still be included on the financial management system for the Academy and monthly bank reconciliations completed.	Ocker Hill Academy has access to the 'School Fund Manager' accounting system so in January 2024, a meeting has been arranged with the provider to update the system and enable the academy to use it to record all future school fund transactions.



OCKER HILL ACADEMY TRUST

REGULARITY

REGULARITY

- ▶ We have set out in this section the regularity and propriety matters identified during our audit work which we believe should be reported to you.
- ▶ Our evaluation of regularity and propriety matters relevant to the preparation of the financial statements of Ocker Hill Academy Trust was carried out for the purposes of planning and executing our audit of those financial statements. Accordingly, it is not intended to be a comprehensive review or opinion of the organisations regularity and propriety environment and would not necessarily reveal all regularity and propriety issues which a special investigation might highlight, nor irregularities or errors which are immaterial to the financial statements.

■	These findings are significant and will require an amended regularity report.
■	These findings are of concern and require corrective action but no amendment to the regularity report.
■	These findings are not significant but require attention.

REGULARITY

Priority	Audit Finding	Recommendation	Management Responses
<p style="background-color: red; color: white; text-align: center; padding: 10px;">High</p>	<p>The Academy did not produce Management accounts on a monthly basis.</p> <p>Of the management accounts that were produced, these were generally completed mid period and therefore not month end Management accounts.</p> <p>It is a requirement of the Academy Trust Handbook that monthly management accounts are produced and shared with the Chair on a monthly basis.</p>	<p>Month end management accounts should be produced on a regular monthly basis and shared with the BoD to ensure both compliance with the ATH and to allow the Board of Directors to have the necessary information to effectively oversee finances for the Trust.</p>	<p>A meeting has been arranged in January 2024 to enable Feltons, Total Finance and the academy to work collaboratively in order to ensure that the Board of Directors have the necessary information and to ensure compliance with the ATH.</p>



Feltons

CHARTERED ACCOUNTANTS
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