

## **ACCOUNTING OFFICER REPRESENTATION LETTER ON REGULARITY**

Cooper Parry Group Limited  
Park View  
One Central Boulevard  
Blythe Valley Business Park  
Solihull  
B90 8BG

16 December 2020

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 Inspire Education Trust (‘the Academy Trust’) and the Education and Skills Funding Agency (ESFA) for the year ended 31 August 2020. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy me that I can make each of the following representations.

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 current funding agreement between the Academy Trust and the Secretary of State for Education and the Academies Financial Handbook 2019.
- 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 2019 in performing this duty.
- 4 Any instances of material irregularity, impropriety, or non-compliance discovered to date have been notified to the Board of Trustees 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, which are appropriately detailed in my statement on regularity, propriety and compliance.
- 6 Full and free access has been granted to all records, correspondence, information and explanations that you have considered necessary to enable you to perform your work, including all correspondence with the ESFA in relation to any instances of irregularity, impropriety or non-compliance.

**Address: Inspire Education Trust** C/O Hearsall  
Academy, Kingston Road, Coventry CV5 6LR  
**Telephone:** 02476 674625  
**Email:** admin@ietrust.org



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**Chief Executive Officer:** Mrs L Whitehouse

- 7 I am satisfied that the Academy Trust has, where relevant, applied the guidance set out in Procurement Policy Note ('PPN') 02/20 and 04/20 in ensuring value for money when securing the continuity of critical supplies and services to the Academy Trust during the year.
- 8 I am satisfied that the Academy Trust has complied with the eligibility requirements of the funding claimed in relation to COVID related expenditure incurred during the year, including any amounts claimed under the Coronavirus Job Retention Scheme or the Department for Education's exceptional costs scheme.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Lois Whitehouse', written in a cursive style.

Lois Whitehouse  
**Accounting Officer**