



St George's Academy Terms of Reference Audit & Risk Operational Committee

Membership

Mrs S Harvey
Mrs B Hitchcock
Mr M Gavin

In attendance:

Mrs L King, Accounting Officer
Ms J Lau, Vice Principal (Corporate Services)

Chair: Mr M Gavin
Clerk: Mrs V Ulliyatt-Sands

The Chair of the Governing Board should not chair the committee and the Principal must be recorded in the minutes as in attendance in her role as Accounting Officer.

Quorum: 3

The quorum is three governors who are members of the committee.

Frequency of Meetings

The committee will meet at least three times a year.

Minutes

The minutes will be circulated to members of the committee at least seven days prior to a meeting with the agenda papers. The minutes of meetings held prior to a full governing board meeting to be presented, for information, at that meeting.

Committee Terms of Reference

- To review the ratings and responses on the risk register to inform the programme of work, ensuring checks are modified as appropriate each year
- To maintain an oversight of the Academy's risk management and report findings/recommendations to the governing board and Accounting Officer
- To review:
 - The external auditor's plan each year
 - The annual report and accounts
 - The auditor's findings and actions taken by the trust's managers in response to those findings.
- To assess the effectiveness and resources of the external auditor. The committee may consider:
 - The auditor's sector expertise
 - The auditor's understanding of the trust and its activities
 - Whether the audit process allows issues to be raised in an appropriate and timely way
 - The quality of the auditor's comments and recommendations
 - The personal authority, knowledge and integrity of the audit partners to effectively interact with, and robustly challenge, the trust's managers
 - The auditor's use of technology
- To produce an annual report of the committee's conclusions and advise the governing board and members which could include recommendations on the reappointment, dismissal or re-tendering of the external auditor, and their remuneration