

Terms of Reference

Audit and Risk Committee

Endeavour Multi Academy Trust

2025 - 2026



1. Purpose

The Audit and Risk Committee is a committee of the Board of Trustees. Its purpose is to provide independent assurance to the Board on the effectiveness of the trust's governance, risk management and internal control.

2. Authority

The committee is authorised by the Board to:

- Investigate any activity within its terms of reference.
- Seek any information it requires from officers of the Trust.
- Obtain external professional advice as necessary.
- Secure the attendance of external advisors with relevant experience.

3. Membership

- A minimum of three trustees, excluding employees of the Trust.
- Members should not be members of the Trust's Finance Committee or its equivalent, a staff member or the Chair of the Board of Trustees.
- The committee may invite senior leaders, including the CEO, the CFOO and the EM to attend meetings.
- The chair of the committee shall be appointed by the board.
- This member must not be the Chair of the Trustee Board or Chair of the Finance Committee.
- Additional members may be co-opted to enhance the skills and expertise on the Committee but with a non-voting mandate.
- Members of the Trust Board who are not members of the Audit and Risk Committee may attend but only at the discretion of the Chair of the Audit and Risk Committee.

4. Meetings

- At least three meetings per academic year.
- Additional meetings may be convened as required.
- Quorum: A minimum of two trustees.

5. Responsibilities

THE ARC WILL HAVE RESPONSIBILITY FOR MONITORING OF THE ENDEAVOUR MULTI ACADEMY RISK REGISTER

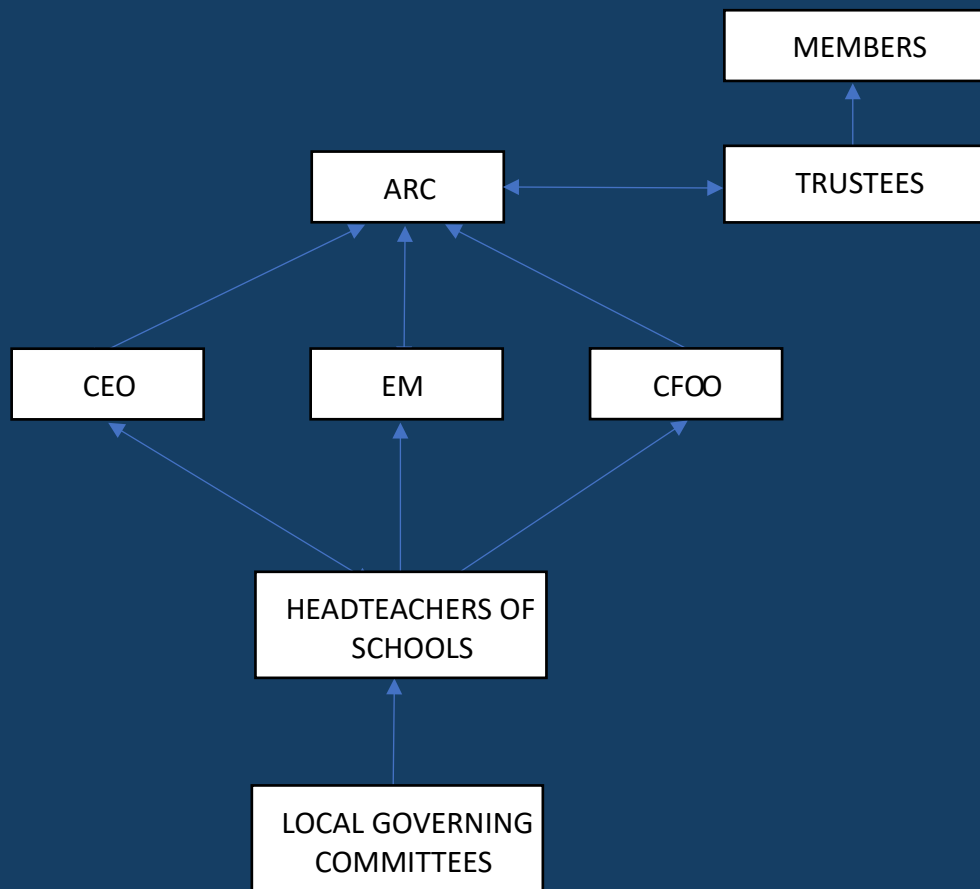
The specific duties of the committee shall be to:

- To advise the Trust Board on the adequacy and effectiveness of the Trust's systems of internal control and its arrangements for risk

management, control and governance processes, and securing economy, efficiency and effectiveness (value for money). These carried out with the ethical principles adopted by the Trust.

- To agree the extent of the Internal Audit Plan with the specific reference to the seeking of assurance with regard to the level of development and improvement since the previous visit.
- To advise the Trust Board on the appointment, re-appointment, dismissal and remuneration of the External Auditor and the Internal Audit Services (IAS).
- Review the Trusts internal and external financial statements and reports to ensure that they reflect best practice.
- Discuss with the external auditor the nature and scope of each forthcoming audit and to ensure that the external auditor has the fullest co-operation of staff.
- Receive all relevant reports, including reports on the Trust Board's accounts, achievement of value for money and managements response to any external audit management letters.
- To advise the Trust Board on Internal Audit assignment reports and to monitor, within an agreed time scale, the implementations of the agreed recommendations arising from those reports.
- Review the committee's membership and effectiveness on an annual basis to ensure it has the relevant skills and experience.
- To monitor the proper management of the Trust's Risk Assessment process including the quality of education, health and safety and the DBS/Safeguarding process.
- To advise the Trust Board on levels of financial delegation.
- To advise the Trust Board on LGB delegation.
- Consider and advise the Trust Board on the audit strategy and annual and long-term audit programme.
- Review the operation of the Trust's code of practice for members of the Trust Board and Local Governing Boards and the code of conduct for staff.
- Review the operation of the Trust's Whistle Blowing Policy.
- To ensure that all allegations of fraud and irregularity are investigated appropriately.
- To review and approve the Gender Pay Gap Report.
- Consider any other matters where requested to do so by the Trust Board and report at least once a year to the Trust Board on the discharge of the above duties.
- To undertake appropriate and mandatory training as necessary.

The below diagram explains the direction of communication within the MAT structure. It is important that the ARC receives communication about any area of risk to the organisation. The ARC exists to ensure that any risks are addressed/mitigated. The EM will bring school-based reports identifying any risks to the ARC but will also ensure the Local Governing Board is kept informed. The CFOO will ensure that all financial reports are available to the ARC in good time.



KEY

CEO - Chief Executive Officer

CFOO – Chief Financial and Operating Officer

EM – Estates Manager

ARC – Audit and Risk Committee

6. Reporting

- Report to the Board of Trustees after each meeting.

- Submit the annual internal scrutiny report to the Board and DfE as required.

7. Review

These Terms of Reference will be reviewed annually by the Committee and approved by the Board.