

Reviewed: September 2025



Terms of Reference

Internal Audit Committee

Purpose

To provide the Board with assurances over the suitability of, and compliance with, the MAT's internal scrutiny systems and controls.

Responsibilities of the Committee

To consider and approve the internal audit strategy and annual audit plans, the outcome of work should inform the governance statement that accompanies the Trust's annual accounts and, so far as possible, provide assurance to external auditors.

Review and approve the work of an internal audit service, by choosing one of;

- The work of an internal audit service
- The performance of a supplementary programme of work by the Trust's external auditor;
- The appointment of a non-employed Trustee with an appropriate level of qualifications and/or experience to check the Trust's internal controls, who neither charges, nor is paid by the Trust for their work; or
- By peer review, with the work being performed by the Chief Finance and Operations Officer, or a suitably qualified or experienced member of the finance team, from another academy Trust, as an independent reviewer; or
- A programme of work that combines the above options.

Keep under review the appropriateness of this approach as the Trust develops and grows and make recommendations to the Board for any change in approach.

Ensure any recommendations for improvement by external auditors, internal audit review, or by external agencies e.g. the ESFA or DfE, once agreed by the Board, are carried out. Monitor any actions taken.

Determine and establish arrangements for developing, approving, implementing and reviewing the Trust's policies and procedures for:

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- Related corporate responsibility policies.

Membership

Members of the Internal Audit Committee shall be appointed by the Board and shall be made up of at least 3 Trustees. Additionally, persons who are not Trustees, with specialist skills and experience, may be appointed by the Board to the Committee provided that Trustees are in the majority.

The Internal Audit Committee chair shall, whenever possible, be an independent non-executive Trustee.

Only members of the Internal Audit Committee have the right to attend Internal Audit Committee meetings. However, other individuals such as the Chief Executive Officer and representatives of external advisers may be invited to attend all or part of any meeting as and when appropriate but not vote.

Organisation- The Committee members appoint their chair annually. Terms of reference, constitution, and membership- to be reviewed annually.

Quorum - 3, to meet at least termly and as and when required in addition as determined by the committee.

Professional Advisers to the Committee- Chief Executive Officer, CFOO, and any additional advisers as appropriate.

Disqualification-any Trustee who is a member of staff.