

## **Northern Venture Trust PLC (“NVT”)**

### **Terms of Reference - Audit and Risk Committee (the “Committee”)**

#### **1 Membership**

- 1.1 Members of the Committee shall be appointed by the NVT board and shall be made up of at least three members, a majority of whom shall be independent non-executive directors of the Company and at least one of whom shall have recent and relevant financial experience. The Chair of the Company may be a member of the Committee. As at 4 February 2025 the membership of the Committee comprises Brigid Sutcliffe (“Committee Chair”), Deborah Hudson, David Mayes and John E Milad.
- 1.2 Only members of the Committee have the right to attend Committee meetings. The Committee may ask other members of the NVT board, any relevant employee of NVT’s investment adviser, and external advisers to attend for all or part of any meeting, as and when appropriate. NVT’s auditors will be invited to attend meetings of the Committee on a regular basis; the Committee should have at least one meeting each year with NVT’s auditors without employees of NVT’s investment adviser being present.
- 1.3 Appointments to the Committee shall be for a period of up to three years, which may be renewed.
- 1.4 The NVT board shall appoint the Committee Chair who shall be an independent non-executive director and not the Company’s Chair. In the absence of the Committee Chair and/or an appointed deputy, the remaining members present shall elect one of their number to chair the meeting.

#### **2 Secretary**

The company secretary or their nominee shall act as the secretary of the Committee.

#### **3 Quorum**

The quorum necessary for the transaction of business shall be two. A duly convened meeting of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

#### **4 Frequency of Meetings**

The Committee shall meet as follows:

- (a) meeting, with or without auditors, in February to review the net asset value announcement and discuss the nature and scope of audit, audit fee and any other matters of principle expected to arise;
- (b) meeting, with auditors, prior to the May board meeting to review the annual report and discuss any matters arising from the audit examination; this would also be the appropriate time for the committee to make a recommendation to the full board concerning the re-appointment of the auditors for the next 12 months at the AGM;
- (c) meeting, with or without auditors, in July to review the net asset value announcement;
- (d) meeting, with or without auditors, prior to the November board meeting to review the half-yearly report to shareholders; and
- (e) further meetings on an ad hoc basis if a specific need arises which would not be covered by a scheduled meeting.

#### **5 Notice of Meetings and resolutions in writing**

- 5.1 Meetings of the Committee shall be called by the secretary of the Committee at the request of any of its members or if they consider it necessary at the request of NVT’s auditors.

5.2 Unless otherwise agreed, notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, any other person required to attend and all other non-executive directors, no later than five working days before the date of the meeting. Supporting papers shall be sent to Committee members and to other attendees as appropriate, at the same time.

5.3 Decisions of the Committee may be made by way of resolution in writing of its members circulated to all members of the Committee and signed by a majority of the members of the Committee.

## **6 Minutes of Meetings**

6.1 The secretary shall minute the proceedings and resolutions of all Committee meetings, including the names of those present and in attendance.

6.2 Subject to any appropriate restrictions for reasons of confidentiality or because of a conflict of interest, minutes of Committee meetings shall be circulated promptly to all members of the Committee and, once agreed, to all other members of the NVT board.

## **7 Annual General Meeting**

The Committee Chair shall attend the Annual General Meeting prepared to respond to any shareholder questions on the Committee's activities.

## **8 Duties**

### **8.1 Financial reporting**

The Committee shall monitor the integrity of NVT's financial statements, including its annual and half-yearly reports and its interim management statements, any preliminary results' announcements and any other formal announcement relating to its financial performance, reviewing significant financial reporting issues and judgements which they contain. The Committee shall also review summary financial statements, significant financial returns to regulators and any financial information contained in certain other documents, such as announcements of a price sensitive nature.

8.2 The Committee shall review, advise on and challenge where necessary:

- (a) the consistency of, and any changes to, accounting policies both on a year on year basis and across the company/group;
- (b) the proposed valuations of the full unquoted investment portfolio as at the quarters ending 30 September and 31 March, and on an 'exceptions only' basis as at the quarters ending 30 June and 31 December, and additionally if required;
- (c) the methods used to account for significant or unusual transactions where different approaches are possible;
- (d) whether NVT has followed appropriate accounting standards and made appropriate estimates and judgements, taking into account the views of NVT's auditors;
- (e) the clarity of disclosure in NVT's financial reports and the context in which statements are made; and
- (f) all material information presented with the financial statements, taken as a whole, is fair, balanced and understandable and provides the information necessary for shareholders to assess the company's position and performance, business model and strategy.

### **8.3 Internal control and risk management systems**

The Committee shall:

- (a) monitor the effectiveness of NVT's internal controls (including internal financial control) and risk management systems and making recommendations to the NVT board, and review and approve the statements to be included in NVT's annual report concerning internal controls and risk management; and
- (b) review the procedures of NVT's investment adviser in order to ensure that arrangements are in place for any of its staff to raise concerns in confidence in relation to the propriety of financial reporting or about possible wrongdoing in financial reporting or other matters and for the investigation and follow-up of those concerns; and
- (c) review the company's procedures for detecting fraud.

#### 8.4 External audit

The Committee shall:

- (a) consider and make recommendations to the NVT board and to shareholders as regards the appointment, re-appointment and removal of NVT's auditors;
- (b) oversee the relationship with NVT's auditors including:
  - (i) approval of their remuneration and terms of engagement, and the audit scope;
  - (ii) reviewing and monitoring the independence and objectivity of the external audit process, taking into consideration relevant UK professional and regulatory requirements and the relationship with the auditors as a whole, including the provision of any non-audit services;
  - (iii) developing and implementing policy on the engagement of NVT's auditors to supply non-audit services, taking into account relevant ethical guidance regarding the provision of non-audit services by the external audit firm;
  - (iv) satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the auditor and NVT (other than in the ordinary course of business);
  - (v) monitoring the auditor's compliance with relevant ethical and professional guidance on the rotation of audit partners, the level of fees paid by NVT compared to the overall fee income of the firm, office and partner and other related requirements; and
  - (vi) assessing annually their qualifications, expertise and resources and the effectiveness of the audit process which may include a report from NVT's auditor on their own internal quality procedures;
- (c) oversee the selection process for new auditors and if an auditor resigns investigate the issues leading to this and deciding whether any action is required; and
- (d) meet regularly with NVT's auditors, review and approve the annual audit plan and ensure that it is consistent with the scope of the audit engagement, and review the findings of the audit with NVT's auditor including a discussion of any major issues which arose during the audit, any accounting and audit judgements, and levels of errors identified during the audit, review any representation letter(s) requested by NVT's auditors before issue, review the auditor's management letter and any response, and review the effectiveness of the audit.

## **9 Reporting Responsibilities**

- 9.1 The Committee is accountable to the NVT board. The Committee Chair shall report formally to the NVT board on its proceedings after each meeting on all matters within its duties and responsibilities.
- 9.2 The Committee shall make whatever recommendations to the NVT board it deems appropriate on any area within its remit where action or improvement is needed.
- 9.3 NVT's annual report shall include a statement on the Committee's activities. This statement shall include:
- (a) the significant issues that the Committee considered in relation to the financial statements, and how these issues were addressed;
  - (b) an explanation of how the Committee has assessed the effectiveness of the external audit process and the approach taken to the appointment or re-appointment of the external auditor, and information on the length of tenure of the current audit firm and when a tender was last conducted; and
  - (c) if the external auditor provides non-audit services, an explanation of how auditor objectivity and independence are safeguarded.

## **10 Other**

- 10.1 The Committee from time to time shall review its own performance, constitution and terms of reference to ensure it is operating at maximum effectiveness and recommend any changes it considers necessary to the board for approval.
- 10.2 The Committee will review other matters as directed by the NVT board.
- 10.3 The Committee shall:
- (a) have access to sufficient resources in order to carry out its duties, including access to the company secretariat for assistance as required;
  - (b) be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis for all members;
  - (c) give due consideration to laws and regulations, the provisions of the AIC Code of Corporate Governance, the UK Corporate Governance Code (to the extent applicable to NVT) and the requirements of the FCA's UK Listing Rules, Prospectus Rules and Disclosure and Transparency Rules as appropriate;
  - (d) be responsible for co-ordination of the external auditors;
  - (e) oversee any investigation of activities which are within its terms of reference and act for internal purposes as a court of the last resort.

## **11 Authority**

- 11.1 The Committee is authorised to seek any information it requires from any officer or employee of NVT's investment adviser in order to perform its duties.
- 11.2 The Committee is authorised to obtain, at NVT's expense, outside legal or other professional advice on any matters within its terms of reference.
- 11.3 Committee members shall have access to NVT's auditors at any time; that contact should normally be made through the Committee Chair.

*Note:* The audit committee was established by a resolution of the NVT board in November 1995 and renamed the audit and risk committee in November 2024. These terms of reference were approved by the NVT board on 4 February 2025, following a review by the Committee.