

## Questionnaire for the Members of the Audit Committee - Responses

	Question	Response
1	How do you think the Audit Committee has performed over the course of the year?	<ul style="list-style-type: none"> <li>a. I think we have done a very good job.</li> <li>b. As effectively as any other committee.</li> <li>c. Seemed good to me.</li> <li>d. Being new to the committee I have no way to measure the performance.</li> <li>e. I think it has performed well. The work plan is balanced and seems to be running along nicely.</li> </ul>
2	Do you think the Audit Committee has addressed the correct subjects? If not, what subjects would you like to see included in its agenda?	<ul style="list-style-type: none"> <li>a. Yes.</li> <li>b. I would like to see it looking at “procedures” as well as cash flows. We might not have to comply with ISO9000 requirements, but there must be written procedures that have to be adhered to.</li> <li>c. I think so - but need to attend a few more meetings to get a feel for it.</li> <li>d. Yes.</li> <li>e. Yes, I think it has.</li> </ul>
3	What is your view on the quality of the reports received?	<ul style="list-style-type: none"> <li>a. I have been pleased with the quality</li> <li>b. Good, although it takes a while to get my head round some of them as I am not an accountant.</li> <li>c. What I saw seemed good.</li> <li>d. Good.</li> <li>e. Good comprehensive reports. I find the reports and in particular the presentations from the ARAFMs very useful.</li> </ul>
4	Is the level of detail correct?	<ul style="list-style-type: none"> <li>a. I think so.</li> <li>b. Seems fine to me, but then I’m not a trained accountant.</li> <li>c. Seems ok - but wouldn’t say firmly one way or other until I have attended more meetings.</li> <li>d. Yes.</li> <li>e. I do believe so. I think the correct level of detail gives me the necessary information without “overload”.</li> </ul>
5	What improvements would you like to see in reports?	<ul style="list-style-type: none"> <li>a. I can’t think of any.</li> <li>b. As Q2.</li> <li>c. Again seems ok but need to understand the topic better.</li> <li>d. Fine as they are.</li> <li>e. Sometimes more visual displays of data, i.e. pie or bar charts make it easier to relate to the information.</li> </ul>
6	Is it helpful to have Grant	<ul style="list-style-type: none"> <li>a. Yes.</li> <li>b. Probably - who would carry out explaining</li> </ul>

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	<p>Thornton present at 3 meetings?</p>	<p>the Q&amp;A's if they were not there.  c. Might be one too many.  d. As long as there are no extra costs for their attendance.  e. As a new member of the committee I have found it helpful to have Grant Thornton present. Perhaps going forward their presence could be reduced.</p>
<p>7</p>	<p>a) Do you think your personal contribution has been effective?</p> <p>b) What steps do you think could be taken to improve your personal contribution further?</p>	<p>a. As a new member of the committee it is hard to be truly effective without the background that other members may enjoy.  b. I would hope so, but that's for others to judge.  c. Not particularly so far.  d. Ok so far.  e. I hope so although it has taken a while to understand the framework and terms of reference.</p> <p>a. Experience and the inevitable increase in knowledge that it brings will improve my ability to contribute.  b. That would be up to the Chairman to point out my shortcomings.  c. Finding the time to sit with the CFO and ARAF, and they also being able to spend time with me, so they can tell me any problems they come across, things to look out for, things that have been found in the past here or other councils, suggested possible answers to problems. The difficulty is I don't always know what I don't know and therefore can't ask the right questions.  d. None at this stage.  e. Possibly a sort, committee-specific induction session in May or June might have been useful prior to the first meeting.</p>
<p>8</p>	<p>Any other comments</p>	<p>a. I'm not encouraging more meetings, but as they are so far apart, I need to find a way of being able to easily remind myself of what's going on - rather than having to trawl all through agenda's from time to time.</p>