

JOHN WHEATLEY COLLEGE

BOARD OF MANAGEMENT

AUDIT COMMITTEE

AGENDA

Agenda of the meeting scheduled to be held on 5 December 2005 at 12.30pm in the Conference Room of Strathclyde European Partnership, 94 Elmbank Street, Glasgow.

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**
(copy attached)
- 4 Declarations of Interest**
- 5 Minutes of the meeting held on 22 September 2005**
(copy attached)
- 6 Matters arising from the Minutes of the Previous Meeting.**
- 7 Correspondence:**
 - a) Audit Scotland**
 - i) External Audit Appointments 2006/7 – 2010/11**
 - ii) 2004/05 Financial Statements**
 - b) Scottish Parliament**
 - i) Audit Committee Report on College Finances**
 - c) Scottish Executive**
 - i) European Regional Development Fund**
- 8 Audit Scotland Management Letter SAS 610**
Report by Helen Russell
(copy attached)
- 9 Audit Scotland Independent Auditor's Report**
Report by Helen Russell
(copy attached)

Cont/..10

- 10 **Audit Scotland – External Audit Report of John Wheatley College 2004/05**
Report by Helen Russell
(copy attached)
- 11 **Draft Annual Report and Financial Statement 2004/05**
Report by Principal
(copy attached)
- 12 **Draft Annual Audit Report in Financial Year 2004/05**
Report by Chair of Audit Committee
(copy attached for comment)
- 13 **Internal Audit Needs Assessment**
Report by M Blyth
(copy attached)
- 14 **SFEFC: 2004-05 Data Return for Funding Purposes and Audit Guidance**
Report by Assistant Principal
(copy attached)
- 15 **Audit Scotland - Technical Bulletin**
i) June 2005
ii) September 2005
(copy attached)
- 16 **Internal Auditors: Term of Office**
Report by Chair
(copy attached)
- 17 **Self Evaluation of Audit Committee – Financial Year 2004/05**
Discussion led by Chair and Financial Advisor to the Board
- 18 **Closure**
- 19 **Date of Next Meeting**
The next meeting is scheduled for Wednesday, 8 February 2006 at 12.30pm at Strathclyde European Partnership, Elmbank Street.

Freedom of Information

Members will recall that the College will be making publicly available the agenda, papers and minutes of this meeting. Should members wish to retain their papers they are free to do so otherwise the College will collect the papers for destruction.

Members who have made manuscript annotations to their agenda, minutes or papers and intend to keep them must register the annotations with the individual minuting the meeting using the proforma issued with the papers.

AS/MM
John Wheatley College
25 November 2005

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