

# **JOHN WHEATLEY COLLEGE**

## **BOARD OF MANAGEMENT**

### **AUDIT COMMITTEE**

#### **AGENDA**

Agenda of the meeting scheduled to be held on Thursday 18 November at 12.30pm, at Strathclyde European Partnership, Elmbank Street, Glasgow.

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**  
(Copy attached)
- 4 Declarations of Interest**
- 5 Minutes of the Previous Meeting held on 31 August 2004.**  
(copy attached)
- 6 Matters arising from the Minutes of the Previous Meeting.**
- 7 Correspondence:**
  - i) JWC letter to M Blyth - Internal Audit Report**
- 8 John Wheatley College Audit Action Plan – BDO Stoy Hayward Report by Financial Advisor to the Board**  
(copy attached)
- 9 John Wheatley College Audit Action Plan – Baker Tilly Report by Financial Advisor to the Board**  
(copy attached)
- 10 Internal Audit Report : Cash and Treasury Management Report by Financial Advisor to the Board**  
(copy attached)
- 11 Internal Audit Report : Corporate and Governance Report by Financial Advisor to the Board**  
(copy attached)
- 12 Internal Audit Report : Fee Waiver System Report by Financial Advisor to the Board**  
(copy attached)

- 13 **Internal Audit Report : Insurance  
Report by Financial Advisor to the Board**  
(copy attached)
- 14 **Internal Audit Report : Purchasing and Creditors  
Report by Financial Advisor to the Board**  
(copy attached)
- 15 **Internal Audit Report : Tuition Fees  
Report by Financial Advisor to the Board**  
(copy attached)
- 16 **Internal Audit Report : John Wheatley College Progress Report  
Report by M Blyth, Baker Tilly**  
(copy attached)
- 17 **John Wheatley College Internal Audit Annual Report Baker Tilly  
Report by Financial Advisor**  
(copy attached)
- 18 **Audit of Student Activity Undertaken in Session 2003/04  
Report by Principal (referred from Executive Committee)**  
(copy attached)
- 19 **British Computer Society : European Computer Driving Licence Audit  
Report by Associate Principal – Quality**  
(copy attached)
- 20 **Scottish Qualifications Authority: Quality Review Audit 2003/04  
Report by Assistant Principal**  
(copy attached)
- 21 **Closure**
- 22 **Date of Next Meeting**  
The next meeting is scheduled for 7 December 2004 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/LC  
John Wheatley College  
4 November 2004