

# **JOHN WHEATLEY COLLEGE**

## **BOARD OF MANAGEMENT**

### **AUDIT COMMITTEE**

#### **AGENDA**

Agenda of the meeting scheduled to be held on Tuesday 7 December 2004 at 12.30pm, at College of Building and Printing, 60 North Hanover Street.

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**  
(copy attached)
- 4 Declarations of Interest**
- 5 Minutes of the meeting held on 18 November 2004.**  
These will be considered at the meeting scheduled to be held on 9 February 2005
- 6 Correspondence:**
  - i) Baker Tilly – Internal Audit Report;**
  - ii) Audit Scotland – Audit Scotland Charges;**
  - iii) JWC letter to D McConnell, Audit Scotland – 2003/04 Financial Statements; and**  
(copies attached)
- 7 Audit Scotland – Management Letter – SAS 610**  
**H Russell, Audit Scotland**  
(copy attached)
- 8 Audit Scotland - Independent Auditor's Report**  
**H Russell, Audit Scotland**  
(copy attached)
- 9 Auditor Scotland – External Audit Report of John Wheatley College**  
**H Russell, Audit Scotland**  
(copy attached)
- 10 Annual Accounts for year ending 31 July 2004**  
**Report by Depute Principal**  
(copy attached)

- 11 Draft Annual Audit Report  
Report by Chair of Audit Committee**  
(copy attached)
- 12 Internal Audit Needs Assessment Session 2004/05**
- i) Operational Audit Plan 04/05; and**
  - ii) JWC letter to M Blyth, Baker Tilly**  
(copies attached)
- 13 Closure**
- 14 Date of Next Meeting**  
The next meeting is scheduled for Wednesday 9 February 2005 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