

JOHN WHEATLEY COLLEGE

BOARD OF MANAGEMENT

AUDIT COMMITTEE

AGENDA

Agenda of the meeting scheduled to be held on Wednesday 9 February 2005 at 12.30pm, in the Seminar Room of the 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 meetings held on:**
 - i) 19 November 2004; and**
 - ii) 7 December 2004**
(copies attached)
- 6 Correspondence:**
 - i) SFEFC – Annual Audit Report – receipt of letter**
- 7 External Auditor’s Management Report – financial/academic year 2003/04**
Report by Principal
(copy attached)
- 8 Report on Internal Audit Visit December 2004: Grant Income**
Report by Depute Principal
(copy attached)
- 9 Report on Internal Audit Visit December 2004: Contracts and Tendering**
Report by Depute Principal
(copy attached)
- 10 Report on Internal Audit Visit December 2004: Budget Systems**
Report by Depute Principal
(copy attached)

- 11 **Effectiveness of the Audit Committee
Report by Depute Principal**
(copy attached)
- 12 **Audit Action Plan: Internal Audit – Update Report
Report by Financial Advisor**
(copy attached)
- 13 **Audit Action Plan: External Audit – Update Report
Report by Financial Advisor**
(copy attached)
- 14 **Audit Scotland – Technical Bulletin: December 2004**
(copy attached)
- 15 **Closure**
- 16 **Date of Next Meeting**
The next meeting is scheduled for Thursday 21 April 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
1 February 2005