

JOHN WHEATLEY COLLEGE

BOARD OF MANAGEMENT

AUDIT COMMITTEE

AGENDA

Agenda of the meeting scheduled to be held on Thursday 19 November, 2009 at 5 pm in Room MF12/14, East End Campus.

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**
(copy attached)
- 4 Declarations of Interest**
- 5 Minutes of the meeting held on 8 September, 2009**
(copy attached)
- 6 Matters arising from the Minutes of the Previous Meeting.**
- 7. Correspondence**
 - a) Scottish Funding Council**
 - i) SFC Circular 28/2009 – Student Support Funds: 2008/09 Audit Guidance**
 - ii) SFC Circular 29/2009 – Research Excellence Grant: Updating other Activity Indicators**
 - b) APUC – Procurement Capability Assessments (PCA)**
(copies attached)
- 8. Annual Reports – 2008/09**
 - a) Annual Accounts and Report 2008/09**
Report by Chief Finance Officer and Finance Manager
 - b) KPMG – Annual Audit Report to the Board of Management and Auditor General for Scotland - Draft**
 - c) KPMG – Report to those charged with Governance**
(copies attached)
- 9. Draft Annual Audit Report 2008/09**
Report by Chair of Audit Committee
(copy attached)
- 10 Student Activity Audit 2008-09**
Report by Assistant Principal & Chief Finance Officer
(copy attached)

11. **British Computer Society Annual Audit Report by A Sherry, Assistant Principal**
(copy attached)
12. **Investors in People Audit Report by A Sherry, Assistant Principal**
(copy attached)
13. **Student Support Funds Audit 2008/09 Report by Chief Finance Officer**
(copy attached)
14. **Audit Action Plan Report by Chief Finance Officer and Finance Manager**
(copy attached)
15. **Risk Management - Risk Issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
16. **Closure**
17. **Date of Next Meeting**
20 May, 2010

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.

Further Information

Members of the Audit Committee should note that members of the College's Management who have drafted the reports on the Agenda of this meeting will be available 30 minutes prior to its start to provide any clarification or additional information related to the reports they have prepared.