

## AUDIT COMMITTEE

### AGENDA NOTICE

#### **Audit Committee Meeting**

**Date:** 15<sup>th</sup> February 2008

**Time:** 2.00pm

**Venue:** Westminster Conference Suite

- 2.0 Opening of Meeting and welcoming of new committee member – Mr John Charlick.**
- 2.1 Apologies for absence.**
- 2.2 Minutes of the last Audit Committee meeting held November 2007**  
Report by Chair of Committee Appendix 1
- 2.3 Matters arising from the minutes - none**

### INTERNAL AUDIT

- 2.4 Internal Audit Services Report and College Response – December 2007**  
Report by Peter Hill/College Accountant & Iona Bond IAS Appendix 2
- 2.5 Outstanding Internal Audit Action Points**  
Report by Peter Hill/College Accountant Appendix 3

### FINANCIAL STATEMENTS AUDITORS

- 2.6 Learner Number Audit**  
Report by Phelim Brady/Deputy Principal Appendix 4

### RISK

- 2.7 Risk Management update**  
Report by Peter Hill/College Accountant Appendix 5
- 2.8 Any other Business**
- 2.9 Date & Time of the next Audit Committee meeting**  
Tuesday 10<sup>th</sup> June 2008 at 2.00pm

### DISTRIBUTION LIST

Mr A Lloyd – Chair  
Dr F Oduneye  
Mr O Reeves  
Mr J Charlick  
Mrs M McClure

Mrs C Davis – Principal  
Mr P Brady- Deputy Principal  
Mr I Wolloff- Vice Principal/ HE & Quality  
Mr P Hill – College Accountant  
Mrs Y Hughes – Clerk to Corporation  
Hampshire Internal Audit Services  
Tenon Blue Print – Financial Statements Auditors  
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