

AUDIT COMMITTEE

AGENDA NOTICE

Audit Committee Meeting

Date: 12th February 2009

Time: 2.00pm

Venue: Westminster Conference Suite

2.0 Opening of Meeting

2.1 Apologies for absence.

2.2 Minutes of the last Audit Committee meeting held 1 December 2008

Report by Chair of Committee Appendix 1

2.3 Matters arising from the minutes – covered in agenda

INTERNAL AUDIT

2.4 Internal Audit Services Report and College Response – December 2008

Report by Peter Hill/Director of Finance & Iona Bond IAS Appendix 2

2.5 Outstanding Internal Audit Action Points

Report by Peter Hill/Director of Finance Appendix 3

RISK

2.6 Risk Management update

Report by Peter Hill/College Accountant Appendix 4

2.7 Any other Business

2.8 Date & Time of the next Audit Committee meeting

Tuesday 10th 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