

AUDIT COMMITTEE

AGENDA NOTICE

Audit Committee Meeting

Date: Friday 21st November 2008

Time: 12.00 noon

Venue: Westminster Conference Suite

Briefing on current Audit issues (20 minutes)

Chris Mantel - Tenon

- 1.1 **Opening of Meeting & Apologies for absence.**
- 1.2 **Declarations of Interest**
- 1.3 **Minutes of the last Audit Committee meeting held June 2008**
Appendix 1
- 1.4 **Matters arising from the minutes - none**

INTERNAL AUDIT

- 1.5 **Internal Audit Services Report and College Response – June 2008**
Report by Peter Hill and Iona Bond Appendix 2
- 1.6 **Outstanding Internal Audit Action Points**
Report by Peter Hill/Director of Finance Appendix 3
- 1.7 **Internal Audit Annual Report for 2007/08**
Report by Peter Hill and Iona Bond Appendix 4
- 1.8 **IAS - Performance Review 2007/08**
Report by Peter Hill Verbal
- 1.9 **Draft Strategic Internal Audit Plan 2008/11 and Annual Internal Audit Plan 2008/09**
Report by Peter Hill and Iona Bond Appendix 5

FINANCIAL STATEMENTS AUDITORS

- 1.10 **Financial Statements Audit Management Letter**
Led by Peter Hill & Tenon Appendix 6
- 1.11 **Reappointment of Tenon Audit as External Auditors**
Led by Peter Hill & Tenon Appendix 7
- 1.12 **(DRAFT) Audit Committee Annual Report for 2007/08 to Corporation & Principal**
Led by Chair of Audit Committee/Clerk to Corporation Appendix 8

LSC

1.13 DRAFT - Financial Management and Control Arrangements using Financial Management and Control Evaluation (FMCE)

Led by Peter Hill/Director of Finance & Clerk to Corporation Appendix 9

1.14 Any other Business

1.15 Date & Time of the next Audit Committee meeting

Friday 6th February 2009 at 2.00pm

DISTRIBUTION LIST

Mr A Lloyd – Chair
Dr F Oduneye
Mrs C Powell
Mr O Reeves
Mr J Charlick

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