



**GOVERNING BODY  
AUDIT COMMITTEE  
THURSDAY 27<sup>th</sup> SEPTEMBER 2012  
2:00 PM IN ROOM 102, SKINNER BUILDING**

**A G E N D A**

1. **Welcome from the Chair** Chair
  
2. **Apologies** Chair  

The Clerk will advise of any apologies for absence received.
  
3. **Declarations of interest** Chair
  
4. **Membership and terms of reference** (*attached*)  

Committee members for 2012/13 are:

D Clements (Chair)  
P Buckler  
J MacDonald  
B Starling

Others attending will normally include: the Principal, Deputy Principal, Director of Resources, Head of Internal Audit, Head of External Audit and the Clerk.

5. **Minutes of the last meeting held on 14<sup>th</sup> June 2012** Chair
- Members need to approve the minutes as a correct record and authorise the Chair to sign them (*attached*).
6. **Matters arising** Chair
- Members need to raise any matters arising that are not dealt with later on the agenda.
- (i SLT Health checks  
)
7. **Student data update (*oral update*)** Dean of Academic Engagement and Students
8. **Data assurance framework (*attached*)** Dean of Academic Engagement and Students
9. **Internal audit**
- (i Final reports for 2011/12 (*attached*)  
) Head of Internal Audit
- (a Review invoicing, income receipting  
) and debt collection
- (b Network security review  
)
- (c Review of costing (catering)  
)
10. **External audit**
- (i Update on year end accounts (*verbal update*) Director of Resources  
)
- (i Update on FRS17 and unfunded pensions  
i) evaluation (*background information attached*)
11. **Audit Committee annual report**
- (i Draft annual report (*first draft attached*) Deputy Principal  
)
12. **Update on Risk Management (*attached*)** Deputy Principal

**AUDIT (12/13) 1st**

13. Key items for the Governing Body

14. Any other business

15. Date of next meeting

Please note that the next meeting of the  
Audit Committee will take place on Friday 9<sup>th</sup>  
November at 2:00 pm.