

**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE**

**MEETING OF THE AUDIT COMMITTEE TO BE HELD ON  
WEDNESDAY 9 NOVEMBER 2005 AT 6:00 PM IN SPORTS CENTRE CAFE**

<b>Agenda</b>	<b>Action</b>	<b>Page Number</b>
1 Apologies and Welcomes Apologies Louise Pennington		
2 Minutes of the Meeting held on 11 May 2005	Approve	<b>1</b>
3 Matters Arising	Note	
4 Review of Terms of Reference (standing order)	Review and Approve	<b>5</b>
5 Report and Financial Statements for the year ended 31 July 2005	Approve	<b>9</b>
6 External Audit Management Letter	Note	<b>43</b>
7 Internal Audit Annual Report 31 July 2005	Approve	<b>44</b>
8 Internal Audit Strategic Plan 2005-2008	Approve	<b>57</b>
9 Audit Committee Annual Report 2004 - 2005	Approve	<b>77</b>
10 Risk Management Annual Report	Approve	<b>80</b>
11 Performance Indicators for Internal Audit	Approve	<b>112</b>
12 Update on Internal Audit Recommendations	Note	<b>115</b>
13 Any other business		
14 Date of Next Meeting: 8 March 2006		

Louise Pennington  
Clerk to the Corporation

Members:

Michael Bewlock  
Vanessa Brown  
Jack Hazelgrove  
Geoffrey Jarvis – Chairman  
Ellen Walsh  
Marion Wilcock

Tina Thorne Hampshire Audit Services (Internal Auditors)  
Chris Mantel Blueprint (External Auditors)

In attendance:  
Chris Thomson  
Jutta Knapp

Clerk: Louise Pennington

Copies to:  
Maria Bailey  
Anne Fielding Smith  
Staff Room  
OLC  
File