

**BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE**

**MEETING OF THE AUDIT COMMITTEE TO BE HELD ON TUESDAY 14  
NOVEMBER 2006 AT 5:00 PM IN SPORTS CENTRE CAFE**

<b>Agenda</b>	<b>Action</b>	<b>Page Number</b>
1 Apologies and Welcomes		
2 Training – Melanie Carter		
3 Minutes of the Meeting held on 10 May 2006	Approve	<b>1</b>
4 Matters Arising	Note	
5 Review of Terms of Reference (standing order)	Review and Approve	<b>5</b>
6 Report and Financial Statements for the year ended 31 July 2006	Note	<b>9</b>
7 External Audit Management Letter	Note	<b>44</b>
8 Internal Audit Annual Report 2005/06	Approve	<b>73</b>
9 Internal Audit Strategic Plan 2006-09	Approve	<b>86</b>
10 Audit Committee Annual Report	Approve	<b>108</b>
11 Risk Management Annual Report	Approve	<b>111</b>
12 Performance Indicators for Audit	Approve	<b>144</b>
13 Update on Internal Audit Recommendations	Note	<b>146</b>
14 Update on Disaster recovery Plan	Note	<b>150</b>
15 Review of Internal Audit Fees	Approve	<b>152</b>
16 Any other business		
17 Date of Next Meeting: 13 March 2006		

Louise Pennington  
Clerk to the Corporation

Members:

Michael Bewlock  
Jack Hazelgrove  
Altaf Razak  
Ellen Walsh (Chair)  
Marion Wilcock

In attendance:  
Chris Thomson  
Anne Fielding Smith  
Jutta Knapp

Karen Shaw Hampshire Audit Services (Internal Auditors)  
Karen McGuire Tenon Audit (External Auditors)

Clerk: Louise Pennington

Copies to:  
Staff Room  
OLC  
File  
Peter Freeman