

The University of Dublin

Trinity College Dublin

Audit Committee

There will be a meeting of the Audit Committee at 2.30pm on Friday 14 May 2004 in the **Conference Room, Top Floor, 1, College Green**

AGENDA

Apologies

1. Minutes

Enclosed:

Minutes of meeting held on 16 December 2003

2. Matters arising

3. Appointment of Auditors for the Trust Funds (Benefactions)

Enclosed:

- (a) Memorandum from the secretary dated 6 May 2004
- (b) Letter from KPMG to the Treasurer dated 6 May 2004

4. Progress 2004 Work Plan

Enclosed:

Memorandum from the Internal Auditor dated 6 May 2004

5. HEA Verification Letter

Enclosed:

- (a) Memorandum from the secretary dated 6 May 2004
- (b) Draft letter from the Provost to Secretary/Chief Executive of the HEA
- (c) Email from Recurrent Grants Section of HEA to the Provost dated 25 March 2004
- (d) Letter from the Secretary/Chief Executive of the HEA to the Provost dated 16 March 2004
- (e) Letter from the Provost to the Secretary/Chief Executive of the HEA dated 22 January 2004

6. College Governance

Enclosed:

- (a) Memorandum from the secretary dated 6 May 2003
- (b) Final report of the Governance Working Group and accompanying letter from the Chairman, dated 27 February 2004
- (c) Minute of discussion at the Board meeting held on 10 March 2004
- (d) Draft minute of discussion at the Board meeting held on 14 April 2004

7. Any other business

