

Meeting	Audit Committee
Date and time	Tuesday 1 March 2016 at 8.30 a.m.
Location	Boardroom, Main Campus

College Secretary  
23 February 2016

### **AGENDA**

#### **Welcome and Apologies**

#### **Declarations of Interest**

#### **ITEMS FOR DECISION**

- 1. MINUTES**
  - a) Minutes of Meeting of the Audit Committee held on 24 November 2015
  - b) Minutes of Meeting of the Joint Audit and Finance and General Purposes Committee held on 3 December 2015
- 2. HEALTH AND SAFETY ANNUAL STATEMENT**  
Report by Director of Organisational Development
- 3. WASTE MANAGEMENT POLICY**  
Covering report by Quality Officer

#### **ITEMS FOR DISCUSSION**

- 4. INTERNAL AUDIT REPORT - STUDENT EXPERIENCE – QUALITY / STUDENT RECRUITMENT AND RETENTION**  
Covering Report by Director of Corporate Services and Audit Report by Internal Auditors, Henderson Loggie
- 5. RISK MANAGEMENT AND BUSINESS CONTINUITY**  
Report by Director of Corporate Services
- 6. ICT SERVICES REPORT**  
Report by Director of Corporate Services
- 7. HEALTH AND SAFETY**  
Report by Health and Safety Manager

## **ITEMS FOR NOTING**

- 8. STUDENTS' ASSOCIATION ACCOUNTS AND AUDIT 2014/15**  
Report by Director of Corporate Services
- 9. OUTSTANDING AUDIT RECOMMENDATIONS**  
Report by Director of Corporate Services
- 10. DATA PROTECTION, FREEDOM OF INFORMATION, COMPLAINTS AND PUBLIC INTEREST DISCLOSURE ANNUAL REPORT 2015**  
Joint Report by College Secretary, Quality Manager and Information Development Manager
- 11. MINUTES OF ACADEMIC COMMITTEES**
  - a) Health and Safety Committee - 15 December 2015
  - b) ICT Steering Group – 2 November 2015
  - c) New Campus Steering Group – 8 December 2015
- 12. AOCB**
- 13. DATE OF NEXT MEETING**  
Tuesday 24 May 2016