

Meeting	Audit Committee
Date and time	Tuesday 24 May 2016 at 8.30 a.m.
Location	Boardroom, Main Campus

College Secretary  
17 May 2016

### **AGENDA**

#### **Welcome and Apologies**

#### **Declarations of Interest**

#### **ITEMS FOR DECISION**

1. **MINUTES**  
Meeting of the Audit Committee held on 1 March 2016
2. **EXTERNAL AUDIT PLANNING MEMORANDUM FOR THE YEAR ENDED JULY 2016**  
Covering report by Interim Director of Corporate Services and Report by External Auditors, Scott Moncrieff

#### **ITEMS FOR DISCUSSION**

3. **AUDIT REPORTS**
  - a) **STUDENT FEES AND CONTRACTS**
  - b) **BUSINESS DEVELOPMENT**
  - c) **PROGRESS REPORT**

Covering report by Interim Director of Corporate Services and Audit Reports by Internal Auditors, Henderson Loggie
4. **RISK MANAGEMENT AND BUSINESS CONTINUITY**  
Report by Interim Director of Corporate Services
5. **ICT SERVICES REPORT**  
Report by Interim Director of Corporate Service
6. **OUTSTANDING AUDIT RECOMMENDATIONS**  
Report by Interim Director of Corporate Services
7. **HEALTH AND SAFETY**  
Report by Director of Organisational Development

8. **ANNUAL REVIEW OF AUDITORS' PERFORMANCE**  
Report by College Secretary
  9. **MEETING WITH INTERNAL AUDITORS**  
Report by College Secretary
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#### **ITEMS FOR NOTING**

10. **APPOINTMENT OF NEW EXTERNAL AUDITORS**  
Report by Interim Director of Corporate Services
11. **COMPLAINTS UPDATE REPORT**  
Report by Quality Manager
12. **MINUTES OF MANAGEMENT COMMITTEES**  
Health and Safety Committee - 5 March 2016
13. **AOCB**
14. **DATE OF NEXT MEETING**