

Meeting	Audit Committee
Date and time	Tuesday 13 <sup>th</sup> September 2016 at 8.30 a.m.
Location	Boardroom, 1 Inverness Campus

College Secretary  
6 September 2016

**AGENDA**

**Welcome and Apologies**

**Declarations of Interest**

**ITEMS FOR DECISION**

1. **MINUTES**  
Minutes of Meeting of the Audit Committee held on 24 May 2016
2. **SECURE HANDLING, USE, STORAGE AND RETENTION OF DISCLOSURE INFORMATION POLICY**  
Covering report by Policy Officer

**ITEMS FOR DISCUSSION**

3. **FOLLOW UP REPORT ON 2014/15 AND PREVIOUS YEARS' OUTSTANDING INTERNAL AUDIT RECOMMENDATIONS**  
Report by Internal Auditors
4. **INTERNAL AUDIT ANNUAL REPORT FOR 2015/16**  
Report by Internal Auditors
5. **OUTSTANDING INTERNAL AUDIT RECOMMENDATIONS FROM 2015/16**  
Report by Director of Corporate Services
6. **INTERNAL AUDIT ANNUAL PLAN 2016-17**  
Report by Internal Auditors
7. **HEALTH AND SAFETY ANNUAL REPORT 2015/16**  
Report by Director of Organisational Development
8. **RISK MANAGEMENT AND BUSINESS CONTINUITY**  
Report by Director of Corporate Services

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## ITEMS FOR NOTING

**9. MINUTES**

- a. Health and Safety Committee – 13 June 2016
- b. ICT Steering Group – 3 June 2016

**10. AOB**

**11. DATE OF NEXT MEETING**

Tuesday 29<sup>th</sup> November 2016 at 8.30 a.m.