



Audit and Assurance Committee

Date of Meeting	Tuesday 13 November 2018
Time	11:00-14:00
Location	Meeting Room 1.5, Dundee House

Item	Paper	Owner	Purpose	Mins
1. Welcome and Introductions	-	Chair	-	10
2. Conflicts of Interest	-	Chair	Monitor	5
3. Audit and Assurance Committee – Draft Terms of Reference	1.1	Mo Rooney (Head of Governance and Strategy)	Decide	15
4. Risk Management Strategy	1.2	Chris Boyland (Strategy, Policy and Assurance Lead)	Decide	30
5. Compliance Framework	1.3	Nicola McBain (Corporate Assurance Manager)	Decide	10
6. Draft Financial Report	1.4	James Wallace (Head of Finance)	Decide	15
Lunch				
7. Internal Audit Directorate – Progress Report and Induction Session	1.5	Iain Burns (Senior Audit Manager)	Discuss	45
8. Any other business	-	All	-	
Total (mins)				130

Date of next meeting: 19 February 2019