

**Meeting of the Audit Committee
to be held on Tuesday 15 September 2020
at 4.00 pm via Video Conference using Zoom**

AGENDA

1. Welcome and Declarations of Interest
 2. Apologies
 3. Minute of the meeting held on 9 June 2020 Paper 1 (C/P)
 - a. Audit Committee Action Tracker Paper 1A (P)
 4. Matters arising
- Part A – For discussion, decision and approval**
5. Terms of Reference and 2020-21 Workplan Paper 2 (P)
 6. Internal Audit – BDO
 - (i) Internal Audit Report – Financial Controls Paper 3 (P)
 - (ii) Internal Audit Report – SFC Returns Paper 4 (P)
 - (iii) Internal Audit Terms of Reference – COVID-19 - Health & Safety Paper 5 (P)
 - (iv) Internal Audit Terms of Reference – COVID-19 - Quality & Assessment Paper 6 (P)
 - (v) Internal Audit – Progress Report Paper 7 (P)
 7. External Audit – Mazars
 - (i) External Audit 2020-21 – Progress Report Paper 8 (P)
 8. Audit Scotland Report – COVID-19 Guide for Audit and Risk Committees Paper 9 (P)
- Part B – Regular Reporting/Monitoring**
9. Internal Audit Rolling Action Plan as at 18 August 2020 (Standing Report) Paper 10 (P)
- Part C – Risk management**
10. High Level COVID-19 College Risk Register as at September 2020 Paper 11 (R)
- Part D – For information**
11. BDO - Rethinking the Audit Committee; Areas for Considerations Sept 2020 Paper 12 (P)
 12. Date of Next Meeting – Tuesday 24 November 2020 at 4.00pm

(C/P) Confirmed minutes will be published

(P) Papers will be published on the College website

(R) Papers will not be published for reasons of commercial sensitivity or for reasons of personal data confidentiality