



**Agenda for a meeting of the Seevic College Corporation Risk & Audit committee
to be held on Tuesday 13 October 2015**

Venue: Principal's office

Time: 10:00

Item	Description	Lead person	Action req	Paper	Time (approx)
Procedural matters					
1.	Apologies for absence	Clerk	<i>to receive</i>	Verbal	10:00-10:01
2.	Confirmation of eligibility and quoracy	Clerk		Verbal	10:01-10:02
3.	Declaration of interests	Clerk	<i>to receive</i>	Verbal	10:02-10:03
4.	Election of Chair & confirmation of committee membership for 2015/16	Clerk	<i>to elect & agree</i>	Verbal	10:03-10:10
Strategic matters					
5.	Internal audit: Risk & Assurance Annual Report 2014/15	Internal audit	<i>to receive</i>	A	10:10-10:25
6.	Internal audit: Assurance Mapping & Annual Plan 2015/16	Internal audit	<i>to receive</i>	B	10:25-10:40
Ensuring Accountability					
7.	To confirm the accuracy of the minutes of the last meeting held on 23 June '15 & discuss and review progress against matters arising	Chair	<i>to agree</i>	C	10:40-10:50
8.	Report of actions taken by the Chair on behalf of the Corporation	Chair	<i>to receive</i>	Verbal	10:50-10:55
Other matters					
9.	Sector updates: <ul style="list-style-type: none"> • SFA revision of JACOP • Providing external assurance on subcontracting controls 	Internal /External audit	<i>to receive & note</i>	D	10:55-11:10
10.	Committee ToR	Clerk	<i>to review & agree</i>	E	11:10-11:20
Confidential matters					
11.	Consideration of any confidential matters	Chair		Verbal	11:20
Date of next meeting					
The date of the next scheduled meeting is: Tues 1 December 2015 @ 10:00am					