



## Audit and Assurance Committee

<b>Date of Meeting</b>	Tuesday 19 February 2019
<b>Time</b>	10:30-14:00
<b>Location</b>	Meeting Room 4.7, Dundee House

Item	Paper	Owner	Purpose	Mins
1. Welcome including Conflicts of Interest	-	Chair	Monitor	5
2. Minutes of previous meeting and action tracker	2.1	Chair	Monitor	5
3. Audit and Assurance Committee – Updated Draft Terms of Reference	2.2	Nicola McBain	Decide	10
4. Financial Update	2.3	Nicola Bennett	Discuss	10
5. Accounting Policy	2.4	Nicola Bennett	Discuss	10
6. Counter Fraud Strategy	2.5	James Wallace	Note	10
7. Risk Management Update	2.6 (a-c)	Chris Boyland	Discuss	20
8. Internal Audit Update Report	2.7	Iain Burns	Discuss	20
9. Internal Audit Plan 2019/20	2.8	Kate Moffatt	Discuss	10
Lunch (20 mins)				
10. Audit Scotland Planning Document	2.9	Fiona Ivison	Discuss	30
11. Presentation : Assurance within Social Security Programme		Pippa Gardner	Induction	25
12. Operational – Application walk through	-	Operations Team	Induction	35
Total (mins)				210

**Date of next meeting: 14 May 2019**