

Agenda

Special Audit and Risk Committee Meeting to be held on Thursday, 12th September 2019 at 10.00am the Association's Office, Stirling Road, Doune FK16 6AA

(Light refreshments will be available at lunchtime and served around 12 noon)

Staff/Adviser(s) Attendance:

Donna Birrell (CEO)

Susan Mackay (Corporate Services Officer – CSO)

Item		Author	Attached	Approval Required	Time
1.	Apologies				10.00 am
2.	Health & Safety:				
	2.1 Incidents: None to Report				10.00 am
	2.2 Health & Safety Moment				10.00 am
3.	Declarations of Interest				10.05 am
	Draft Policies				
	Draft Policies for Review and Recommendation to Board				
4.	i) Draft RSHA Access to Information Policy and Procedure	DPO/FCSM	✓	✓	10.05 am
	ii) Draft RSHA Records Management Policy Statement and Procedure	DPO/FCSM	✓	✓	10.10 am
5.	Annual Assurance Statement Draft SHR Annual Assurance Statement Standards 1-7 Self-Assessment & Scrutiny of Evidence	SMT	To follow	✓	10.15 am
6.	Any Other Competent Business				2.00 pm
7.	Date of next A&R meeting:				2.00 pm
	<ul style="list-style-type: none"> Next meeting Thursday, 21st November at TBC 				

N.B. If you have questions about any of the enclosed papers please do not hesitate to contact the identified report author or the Chief Executive for clarification in advance of the meeting.