Glasgow Kelvin College

Board of Management

Audit and Risk Committee

Agenda

Agenda for the meeting scheduled to be held at 5pm on Thursday, 16 November 2023 via MS Teams

1. Sederunt

2. Apologies

3. Terms of Reference
Audit and Risk Committee Terms of Reference

4. Declarations of Interests and Connection
a) Interest[1]
b) Connection[2]

5. Minute of the Previous Meeting held on 05 September 2023 *(For Approval)*
(copy attached)

6. a) Matters Arising from the Previous Meeting held on 05 September 2023

b) Action List *(For Noting)*
i) Audit and Risk Committee Action Log as at November 2023
(copy attached)

Items for Approval and Endorsement

7. Audit and Risk Committee Annual Report 2022/23 *(For Approval)*
Report by Chair of the Audit and Risk Committee
(copy attached)

8. Internal Audit Reports - Henderson Loggie *(For Approval)*
a) Student Activity Data (Credits Annual Audit)
b) Student Support Funds (Covers EMA and Bursary Audit/Childcare and Hardship)
(copies attached)

[1] An interest is a connection that requires to be declared where the objective test is met. A declaration of interest should be noted as early as possible, and the Board member asked to leave the meeting when the agenda item is being discharged.

[2] A connection is any link between the matter being considered and the Board member, or a person or body that the Board member is associated with. This could be a family relationship or a social or professional contact.

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9. **Henderson Loggie - Annual Report to the Board of Management and Principal on the Provision of Internal Audit Services for 2022/23** *(For Approval)*
(copy attached)

10. **Audit Action Plan** *(For Approval)*
Report by Director of Estates and Corporate Service
(copy attached)

11. **Risk Management Update and College Risk Register**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)

Items for Discussion and Noting

12. **Governance Update**
Report by Director of Estates and Corporate Services
(copy attached)

13. **Governance Action Plan - Update**
Report by Secretary to Board of Management and Director of Estates and Corporate Services
(copy attached)

14. **Business Continuity Update**
Report by Director of Estates and Corporate Services
(copy attached)

15. **Items for Correspondence**
a. NFI Matters - Autumn 2023
b. UNISON Notice of Official Ballot for Industrial Action - Friday 20 October 2023
(copies attached)

Items for Information

16. **a. Fraser of Allander Institute - Economic-Commentary**
(copy attached)

Impact on Students, Risk, Equality, Data Protection and Environmental & Sustainability – Discussion

17. **Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda**

18. **Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda**

19. **Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda**

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20. Data Protection – Data Protection issues to be considered as a consequence of the consideration of the above agenda

21. Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda

22. Closure

23. Date of Next Meeting
Thursday, 20 February 2024 at 5.00pm via Microsoft Teams

DG/JE/LC
November 2023