

Glasgow Kelvin College
Board of Management
Audit and Risk Committee
Agenda

**Agenda for the meeting scheduled to be held at 5pm on Tuesday, 05 September 2023
in Room WG1 – Springburn Campus**

1. **Sederunt**
2. **Apologies**
3. **Terms of Reference**
[**Audit and Risk Committee Terms of Reference**](#)
4. **Declarations of Interests and Connection**
 - a) **Interest¹**
 - b) **Connection²**
5. **Minute of the Previous Meeting held on 16 May 2023 (*For Approval*)**
(copy attached)
6. **a) Matters Arising from the Previous Meeting held on 16 May 2023**
b) Action List (*For Noting*)
 - i) **Audit and Risk Committee Action Log as at August 2023**
(copy attached)
7. **Items for Approval and Endorsement**
Audit Scotland
External – Annual Audit Plan 2022-23
(copy attached)
8. **Henderson Loggie**
 - (a) **Glasgow Kelvin College - Annual Internal Audit Plan 2023-24**
(copy attached)
 - (b) **Glasgow Kelvin College - Follow Up Reviews 2022-23**
(copy 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.

9. **Assurance Framework**
Report by Vice Principal Operations
(copy attached)
10. **Audit Action Plan**
Report by Director of Estates and Corporate Services
(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 Noting

12. **Internal Audit Progress Report – 2022-23 Annual Plan**
Report by Henderson Loggie
(copy attached)
13. **Governance Update**
Report by Director of Estates and Corporate Services
(copy attached)
14. **Governance Action Plan – Update**
Report by Secretary to the Board of Management and Director of Estates and Corporate Services
(copy attached)
15. **Insurance Cover 2023-24 – NOT IN THE PUBLIC DOMAIN**
Report by Director of Estates and Corporate Services
(copy attached)
16. **Audit Scotland Fees**
Report by Vice Principal Operations
(copy attached)
17. **Freedom of Information and Data Protection Request Monitoring - Academic Year 2022-23**
Report by Director of Estates and Corporate Services
(copy attached)

Items for Information

18. **Audit Scotland**
 - a) **Audit Scotland - Public Audit in Scotland 2023-28**
 - b) **Audit Scotland - Annual Report and Accounts 2022-23**
 - c) **Audit Scotland - Technical Bulletin 2023/2 – April to June 2023***(copies attached)*
19. **National Risk Register 2023**
(copy attached)

- 20. **EIS-FELA Industrial Action Notice**
(copy attached)
- 21. **EIS-FELA Industrial Action Ballot Notice**
(copy attached)
- 22. **UNISON Industrial Action Notice**
(copy attached)
- Impact on Students, Risk, Equality, Data Protection and Environmental & Sustainability – Discussion**
- 23. **Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda**
- 24. **Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda**
- 25. **Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda**
- 26. **Data Protection – Data Protection issues to be considered as a consequence of the consideration of the above agenda**
- 27. **Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda**
- 28. **Closure**
- 29. **Date of Next Meeting**
Thursday, 16 November 2023 at 5.00pm via MS Teams.