

GLASGOW KELVIN COLLEGE

AUDIT AND RISK COMMITTEE – 29 NOVEMBER 2022

RISK MANAGEMENT UPDATE

REPORT BY VICE PRINCIPAL – OPERATIONS AND DIRECTOR OF CORPORATE SERVICES

1. Introduction

It is normal practice that the College's Strategic Risk Register and Risk Register are considered at every meeting of the Audit & Risk Committee, Risk Management Committee and are considered twice per year by the Board of Management and once per year by each of the other formal Sub Committees of the Board and reviewed by the College's Senior Management Team at least once a Quarter.

A copy of the Risk Register as at November 2022 is provided for information at [Appendix 1.](#)

2. Risk Management Activities

Since the last Audit and Risk Committee meeting in September 2022, the following activities have taken place in relation to Risk Management:

- The Risk Management Committee met on 8 November 2022 to examine the College Risk Register in detail and review a number of relevant publications/news articles received; and
- The SMT have reviewed the College Risk Register in detail and this has been updated to include current events. All changes are denoted in red text or strikethroughs.
- Senior staff in the College attended Henderson Loggie's Charity Trustee Training on Fraud. This was a useful reminder of unusual events to take notice of in the workplace to prevent fraud occurring. These slides, once available, will be circulated to the Risk Management Committee members.
- A self-evaluation has taken place for the Risk Management Committee; the results of this will be presented to the next Audit and Risk Committee meeting.
- An Annual Report for the Risk Management Committee was prepared for the last Risk Management Committee meeting; this is attached via the link at [Appendix 2.](#)

It should be noted that, in relation to the College Operating Plan, a separate Risk Register is held.

3. Risk Register Review

The Risk Title, Residual Risk Score and colour of the thirteen risks which could impact on the College's ability to deliver its strategic ambitions are summarised in the table overleaf including Inherent Risks Scores/Categories and Residual Risks Scores/Categories.

Risk No	Date Identified	Risk Title	IR	IR2	RR	RR2	Risk Appetite Category	Movement in Period
1	04/11/2021	SFC Review	20	Very High	12	High	1. Policy	↔
2	04/11/2021	GKC Identity	16	Very High	9	High	2. Reputation	↔
3	04/11/2021	People	20	Very High	9	High	5. Workforce	↔
4	04/11/2021	Litigation / Compliance	16	Very High	6	Medium	7. Legal & Compliance (including Health & Safety risks)	↔
5	04/11/2021	Curriculum Relevance	16	Very High	9	High	6. Student Experience	↔
6	04/11/2021	Sustainable Funding	25	Very High	20	Very High	3. Financial	↑
7	04/11/2021	Student Experience	16	Very High	9	High	6. Student Experience	↔
8	04/11/2021	Environment	16	Very High	9	High	8. Environmental Sustainability	↔
9	04/11/2021	Digital Transformation	16	Very High	6	Medium	4. Digital	↔
10	04/11/2021	Student Recruitment & Retention	20	Very High	12	High	6. Student Experience	↔
11	04/11/2021	Cyber Risk	25	Very High	12	High	2. Reputation	↔
12	13/12/2021	COVID-19 - Ongoing Implications	16	Very High	9	High	1. Policy	↔
13	19/04/2022	Strike Action	25	Very High	16	Very High	6. Student Experience	↔

Audit and Risk Committee members will note that one risk has increased in movement from previously reported Inherent Risk – 20 to Residual Risk – 16 to now Inherent Risk 25 and Residual Risk – 20. This increase is in relation to the public sector funding situation coupled with high inflation levels, increasing energy costs, pay awards expected and the anticipated flat cash budget allocation from the Scottish Funding Council.

Cognisance is being taken of risks to the College on an ongoing basis these include:

- The Public Sector Funding situation continues to be the main risk faced by the College at this time and this is the same across the whole further education sector. This is exacerbated by inflation levels not seen in recent memory (particularly energy costs), which are creating unprecedented financial challenges for the College, the entire Public Sector and the wider population. Managing this risk will continue to be a key priority for the College in the months and years ahead. But a proper resolution requires fundamental change at a National level from Scottish Government and the Scottish Funding Council.
- The Senior Leadership Team (SLT) of the College have developed an Operating Plan which is currently being discussed with staff, unions and other stakeholders. This plan has been updated and has been discussed at the Executive Committee meeting held on 15 November 2022.
- If the assumptions within the Operating Plan (v1.0) are realised, the predictions are that 89FTE will depart from the College over the next 3 Academic Years and the College itself will be 21% smaller. A separate Risk Register has been compiled to support this Plan, but clearly this could impact on the scale and quality of College activities as well as staff morale. However, the Plan emphasises that the College's underlying ethos, values and vision will remain.
- In consideration of the future, the closure/sale of our West End Campus could have potential consequences – both negative and positive. These will be considered as part of the feasibility study and a paper will be presented to the Board of Management in December 2022.
- New Prime Minister may re-instate enhanced NI contributions which would have a further detrimental effect on the College budget.
- Covid-19/long Covid-19 and related negative effects on staffing/resources/contractors continue to present issues.
- The impacts of an emerging/changed world of learning and teaching and the job market.
- Three very recent minor attempted break-in/break-ins, vandalism occurrences at East End and Easterhouse Campuses.
- Mental health and wellbeing of students and staff is a concern, particularly at a time when money is extremely tight and costs are exceptionally high. It is expected that the winter will be very difficult for many.

- Many sectors going on strike due to requiring more pay e.g. nurses/NHS staff, Royal Mail, National Rail Services.
- Cyber threat/attacks in the public sector continue to be of real concern.
- Threat of winter power cuts also will negatively impact upon the College if realised as most work is done on-line and it is not good for servers etc to be powered up/down. Alarms may also be set off and electric vehicles will not be able to be charged. Most of the railway system is also electrified. The impacts of winter power cuts are currently being explored.
- Bird flu - highly pathogenic avian influenza (HPAI) H5N1 has been confirmed in Scotland and in other parts of the UK as well as other COVID-19 strains; the College is keeping a watch on any emerging data.

Social/Economic Environment

- Already poor communities continue to be significantly more disadvantaged with many people experiencing “in work poverty”, inflation at 10.1%, rising energy costs (despite government assistance), soaring cost of food (even many basic items up by 61%), cost of fuel, clothing, goods etc all rising with the related very negative impact on millions of individuals.
- Many poor communities will be making choices between heating their homes or eating. Cold and hunger will be felt by many and health will ultimately decline – both physical and mental.
- Dampness issues will be prevalent in homes that are poorly heated; again, this results in declining health which impacts on attendance at College, PIs and ultimately the National Health Service who are already struggling to cope with demand and low nursing/social care staffing levels due to Brexit/Covid-19.
- 1 in 10 people are currently awaiting medical attention from the National Health Service. Health will continue to decline for many individuals during this very extended waiting period until medical interventions/operations are carried out. At the time of writing this report there are 7 million people awaiting medical attention in the UK; this is set to increase exponentially with the aforementioned nursing strikes.
- Use of food banks is at an all-time high with unprecedented demand/supply issues emerging. Food sought is cheap to cook with limited nutritional benefits which will, again, impact on overall health and wellbeing.
- Anti-social behaviour will become more prevalent as people are forced into situations they simply cannot control. Desperation will drive people to act in an unusual and unexpected way.
- Alcohol and drug use may increase as people seek an escape from harsh reality.
- Mental health referrals in universities are up by 354% from pre-Covid times. This is reflected in College services too, however, the funding for our mental health councillors is expected to finish at the end of the current Academic Year.

4. Cladding – Springburn Campus

A structural survey has been carried out to the cladding panels to ascertain what is causing the rust spots and why some panels are showing hair-line cracks. The sub frame of the Springburn Campus building is being checked and a report will be presented in the new year.

Initial liaison has taken place with the College insurance company.

Audit and Risk Management members will be kept apprised of this situation.

5. Anticipated Black Outs

The National Grid’s chief executive, John Pettigrew has warned that blackouts could be ordered between 4pm and 7pm on “really, really cold” weekdays this winter if gas imports from Europe are reduced. The National Grid could be forced to impose power cuts on “those

deepest darkest evenings in January and February.” *Reference – National Grid’s Chief Executive, John Pettigrew – statement made at the Financial Times’ Energy Transition Summit held on 17 October 2022.*

Liaison is taking place with Estates/ICT in relation to what this would mean for the College in terms of security systems, alarms, servers, firewalls, UPS systems, food defrosting and overall impact on operations.

6. Campus Re-investment Project

The first three strands of the Campus Re-investment Project are ongoing, with Student Zones and Curriculum Developments nearing completion, and good progress being made on the College Environment strand. The final strand is staff spaces but funding has not yet been identified to progress this part of the project. It is expected that this will be delayed until 2023/24.

7. Land at Springburn

A meeting took place with the Factor for the Hydepark Residents Association on 1 November 2022. This meeting was to discuss their valuation of the amenity land which was conducted by Shepherd & Wedderburn, which has arrived at the exact same valuation as the College – refer to reports attached as links as per **Appendix 3**.

- [Avison Young Valuation Final Report](#)
- [Valuation Report - Land adjoining Glasgow Kelvin College, Springburn Campus](#)

This matter will now be taken forward accordingly with an early resolution expected, i.e. if possible, before the end of the calendar year to close this matter off. Liaison is taking place with GCRB also to ensure the governance is in order.

Audit & Risk Committee members will be kept apprised of this situation.

8. Fire Risk Assessment

As reported at the previous Audit and Risk meeting, an annual fire risk assessment was carried out at all campuses and the updated action plan is contained within the link at [Appendix 4](#).

9. Risk Management Committee

At the recent Risk Management Committee meeting on 8 November 2022, due cognisance was taken of key risk reports; [hyperlinks](#) provided below:

- [The UK’s National Resilience Strategy: What can we expect?](#)
- [Joint Cybersecurity Advisory \(CSA\): Iranian Islamic Revolutionary Guard Corps – Affiliated Cyber Actors Exploiting Vulnerabilities for Data Extortion and Disk Encryption for Ransom Operations](#)
- [Scottish Sports Futures: Trauma and Poverty – Post COVID-19 Challenges affecting vulnerable young people in Scotland](#)
- [Treat cyber crime as a ‘strategic threat’, UK businesses told](#)
- [Winter blackouts 'extremely unlikely' but UK must 'plan for every scenario'](#)
- [Torches not candles and note emergency numbers: How to prepare for a blackout](#)

A number of newsletters were also reviewed and discussed. Pertinent articles from these will be extracted and incorporated into communication for staff/students via the College newsletters.

The approved minute of the Risk Management Committee held on 23 August 2022 is provided for interest and perusal.

[Minute of Risk Management Committee meeting of 23 August 2022](#)

Risk Management Committee members also reviewed the various Team Risk Registers and the analysis which had been undertaken – this is shown via the link at [Appendix 5](#). This highlights the progress made by the College in embedding Risk Management over the last year.

10. Resource Implications

There are some additional resource implications, i.e. overtime arising as a consequence of staffing shortages due to the Covid19 pandemic and general illness cover.

11. Impact on Students

There may be a negative impact on students as the College moves forward into an arena of reduced funding and increased cost pressures, but the College will do all that it can to mitigate this. However, it is possible that general illness/associated cover, low staff morale (with the arena we are in) and possible teaching strike action over pay demands could cause disruption to learners.

12. Risk & Assurance

There are no risks or perceived implications arising from this report that are not already recorded in the Risk Register, this paper or the College Operating Plan Risk Register.

13. Equality

There are no adverse impacts on individuals with protected characteristics arising from the contents of this report.

14. Data Protection

There are no new data protection risks arising from the contents of this report. Data Protection continues to be a key consideration in College activities.

15. Recommendations

Members of the Audit and Risk Committee are recommended to note the contents of this report and its appendices/links provided for members information.

16. Further Information

Members can obtain further information on the contents of this report from Jeanette Evans, Vice Principal Operations at jevans@glasgowkelvin.ac.uk or Lisa Clark, Director of Corporate Services at lisaclark@glasgowkelvin.ac.uk

JE/LC
Glasgow Kelvin College
November 2022

GLASGOW KELVIN COLLEGE

RISK MANAGEMENT COMMITTEE – 8 NOVEMBER 2022

ANNUAL RISK MANAGEMENT - PROGRESS REPORT

DIRECTOR OF CORPORATE SERVICES

1. Introduction

The preparation of an Annual Risk Management Progress Report is required in the Risk Management Committee (RMC) Terms of Reference. Following approval by the RMC, this document will be presented to the Senior Management Team and Audit and Risk Committee.

This report includes activities since November 2021 and covers the areas listed below:

- RMC Meetings
- College Risk Register
- Risk Management Training & Development

2. Risk Management Activities

Since it was established, Glasgow Kelvin College's Risk Management Committee has met thirty times, up to and including the November 2022 meeting.

The Terms of Reference state that: The RMC will be chaired by the Director of Corporate Services and membership will include representation from both Learning and Teaching and Support staff, and Student Association representation. In addition, at least one member of the Principalship should be a member of the RMC and there should be representation from: Estates, HR, Health & Safety, Communications & Marketing, Digital Services, Student Support Services and a senior member of staff with Curriculum responsibility. There should be at least one additional SMT member and five staff representatives from across the organisation.

RMC quarterly meeting attendance since November 2021 is summarised in the table below.

Member	Job Title	02 Nov 2021	25 Jan 2022	19 Apr 2022	23 Aug 2022	Total
Lisa Clark	Director of Corporate Services (Chair)	Y	Y	Y	Y	100 %
Peter Brown	Director of Planning, Performance and Curriculum	N	N	N	N	75%
Elaine Campbell	Head of Funding	N	Y	Y	Y	75%
Alan Carr	Head of Finance	N	N	N	Y	25%
John Clarke	Senior Curriculum Manager – Faculty of BCI	N	Y	Y	Y	75%
Andrea Daly	Finance Manager	N	Y	Y	Y	75%
Jeanette Evans	Vice Principal Operations	N	Y	Y	N	50%
John Gallagher	Quality Enhancement Development Manager	Y	Y	N	Y	75%

Member	Job Title	02 Nov 2021	25 Jan 2022	19 Apr 2022	23 Aug 2022	Total
Iain Gordon	Head of Facilities and Environmental Sustainability	Y	Y	Y	Y	100 %
Lesley Lang	Communications and Marketing Manager	Y	N	Y	Y	75%
Geoff Lawson	Health and Safety Manager	Y	Y	N	Y	75%
Roddy MacKenzie	Regulations and Compliance Manager	Y	Y	Y	Y	100 %
George Maguire	Senior Curriculum Manager - Faculty of HCCLD	N	Y	Y	Y	75%
Monica McKerlie	Head of Student Support Services	Y	Y	Y	Y	100 %
Elaine Mitchell	Human Resources Manager	N	Y	N	N	25%
Jason Quinn	Director of Digital Services	*	Y	Y	Y	75%
Doreen Shiels	Director of Human Resources	N	Y	Y	N	50%
Derek Smeall	Principal	N	N	N	N	0
Mae Smillie	Head of Student Information Services	N	Y	N	N	25%
Morven Thomson	Cross College Support & Administration Manager	*	Y	Y	Y	75%
Total		35%	80%	65%	65%	

* Not a member at this date

Meetings are scheduled in advance. A Forward Agenda is in the process of being developed which will include the proposed activities for the year, including any training requirements.

A self-evaluation exercise for the Risk Management Committee will be conducted for the first time with the results being shared with members in due course.

3. College Risk Register

The College Risk Register is reviewed in detail at each RMC meeting, after which it is reviewed by the SMT and then presented to the next Audit and Risk for noting. In addition, Risk is a standing agenda item on the fortnightly SMT meetings, and, where appropriate, changes have been made by the SMT or Audit and Risk committee members and communicated to the RMC.

4. Risk Management Training & Development

An extensive programme of Risk Management training was carried out last Academic Year by Zurich which led to the development of Team Risk Registers.

This involved Risk Management awareness training and Risk Register compilation for 10 Teams, SMT and the Board of Management as well as two Risk Management Sessions available to all College staff to increase understanding of this key area.

The Director of Corporate Services also attended Charity Trustee Risk Management Training delivered by Henderson Loggie.

5. Planned Activities for 2023

The following activities are planned for 2023:

- Quarterly RMC Meetings;
- Ongoing development of Team and Project Risk Registers;
- Attendance at Risk Management Workshops/Training as appropriate; and
- Continued programme of staff training and support in Risk Management.

6. Equalities

There are no equality implications arising as a consequence of this report from a Glasgow Kelvin College viewpoint.

7. Data Protection

There are no direct data protection implications arising as a consequence of anything within this report.

8. Recommendation

Members of the Risk Management Committee are asked to:

- Review and discuss the report;
- Recommend any changes necessary; and
- Approve the Annual Risk Management Progress Report which will then be submitted to the SMT and Audit and Risk Committee for noting.

9. Further Information

Further information can be obtained from Lisa Clark, Director of Corporate Services - lisaclark@glasgowkelvin.ac.uk

Lisa Clark
Glasgow Kelvin College
November 2022

Glasgow Kelvin College
Risk Management Committee
Minute

Meeting held on Tuesday 23 August 2022 at 2pm online using Microsoft Teams

Item	Action Agreed	Member	Target Date
1.	Sederunt		
	L Clark, Director of Corporate Services (Chair); A Carr, Head of Finance; A Daly, Finance Manager; E Campbell, Funding Manager; G McGuire, Senior Curriculum Manager HCCLD; J Gallagher, Quality Enhancement Development Manager; I Gordon, Head of Facilities and Environmental Sustainability; G Lawson, Health and Safety Manager; J Quinn, Director of ICT Digital Services; J Clarke, Senior Curriculum Manager; L Lang, Communications and Marketing Manager; M McKerlie, Head of Services to Support Learners; M Thomson, Cross College Support and Administration Manager and; R MacKenzie, Regulations and Compliance Manager.		
2.	Apologies		
	D Smeall, Principal; D Shiels, J Evans, Vice Principal; D Shiels, Director of Human Resources; M Smillie, Head of Student Information Services and P Brown, Director of Planning, Performance and Curriculum.		
3.	Terms of Reference		
	Members noted the content of the Terms of Reference for information purposes.		
4.	Draft Minute of Previous Meeting held on 19 April 2022		
	The minutes were accepted as a true and accurate record of the business conducted at the previous meeting.		

Item	Action Agreed	Member	Target Date
5.	Matters Arising from the Minutes of the Previous Meeting		
	Item 6c Health and Safety - Fire Risk Assessment February 2022		
	Further reminders had been circulated to all staff regarding the amount of paper and material accumulated in staff rooms. I Gordon confirmed substantial amounts of paper had been cleared from all campuses including: 40 bags and 20 boxes of wastepaper for shredding at Springburn; some 40 boxes at Easterhouse and over 20 boxes at East End.		
	M Thomson would amend the Fire Risk Register to highlight the risk posed by accumulated waste material in workspaces.	MT	
6.	Health and Safety		
a)	Health and Safety Committee Minutes		
i)	16 March 2022		
ii)	20 April 2022		
	Members noted the content of the Health and Safety Minutes for information purposes.		
b)	Legal Current Issues Review (LCIR)		
	Members noted the content of the July edition of LCIR for information purposes.		
c)	COVID Sense Signage Pilot Partner		
	G Lawson advised the meeting that the College had signed up to the Scottish Government Covid Sense programme. All redundant posters had been removed and replaced with the Covid Sense material.		
7.	Finance		
	A Carr reported that the external auditors had arrived at the College in July and were continuing their work. He asked members to contact him if they had any questions related to this. He confirmed that all parts of the Risk Register had been distributed to the appropriate members of his team for review and action.		

Item	Action Agreed	Member	Target Date
8.	GDPR/Cyber Security		
	J Quinn reported that, in line with the Scottish Government approach to cyber security, he had established a Cyber Resilience Technical Working Group at the College. The group would monitor, advise and prepare necessary technical actions and programmes to ensure the cyber security of the College.		
	An Information Security Procedure had been drafted. The draft would be further refined before being presented to SMT and the Committee.	LC/JQ	
9.	Insurance		
a)	Cyber Renewal 2022-23		
	L Clark advised members that Cyber Insurance for the College, provided through UMAL, had been renewed for 2022-23. While the annual cost of coverage had risen from £9k to over £30k, it was agreed that cover was necessary in an environment of ever-increasing cyber threats. However, such was the increasing number and scale of threats that it was likely that insurers would soon no longer be willing to provide cover to the sector and/or that premiums for cover would be become unsustainable.		
b)	Employers' Liability		
	Members noted the content of the Employers' Liability Insurance statement from UMAL for information purposes.		
c)	Excess Employers Liability Public Products Liability Statement		
	Members noted the content of the Excess Employers Liability Public Products Liability statement from Hasilwood for information purposes.		
d)	Hirers' Liability		
	Members noted the content of the Hirers Liability statement from Hasilwood for information purposes.		
e)	Motor Breakdown Cover		
	Members noted the content of the Motor Breakdown Cover statement from Hasilwood for information purposes.		

Item	Action Agreed	Member	Target Date
f)	Motor Insurance		
	Members noted the content of the Motor Insurance statement from Hasilwood for information purposes.		
g)	Professional Indemnity		
	Members noted the content of the Professional Indemnity statement from UMAL for information purposes.		
h)	Travel Legal Expenses		
	Members noted the content of the Travel Legal Expenses statement from Hasilwood for information purposes.		
i)	Insurance Costs 2022-23		
	Members noted the content of the spreadsheet detailing all insurance costs borne by the College in 2022-23 for information purposes.		
10.	Estates		
a)	Outdoor Exercise Equipment		
	I Gordon reported that tenders were being sought for the installation of an outdoor gym at Easterhouse campus. Costs were estimated at between £3k and £15k. The gym would be located at the rear of the student common room. Provision of similar facilities to be installed across all campuses would be considered in due course.		
b)	Enhanced Cleaning		
	Enhanced cleaning services, provided through United Cleaning and Catering Services, and introduced during the Pandemic, would be maintained across all campuses until the end of December.		
c)	Presentation on building rooftop access walkways		
	Members noted for information the content of a presentation showing permitted and prohibited access/walkways on roof areas across all campuses.	IG	

Item	Action Agreed	Member	Target Date
11.	Human Resources		
a)	GKC Learning Academy		
	Members noted the content of the paper on the Glasgow Kelvin College Learning Academy for information purposes.		
b)	Monthly Themed Professional Development and Wellbeing Events		
	Members noted the content of the paper on Monthly Themed Professional Development and Wellbeing Events for information purposes.		
c)	Wellbeing – Return, Refresh, Reset		
	Members noted the content of the paper on Wellbeing – Return, Refresh, Reset for information purposes.		
12.	Risk Management		
a)	Feedback on College Risk Register - Report by Director of Corporate Services		
	L Clark provided members with feedback on the College Risk Register from the Board of Management and the Learning and Teaching Committee. The following points were noted. The Board of Management, at its meeting held on 13 June 2022, commended the format of the risk register. The board agreed the greatest risk to the College was the level of funding available, as a consequence of Scottish Government Policy and the Scottish Funding Council models. Consequently, the risk should be adjusted to 'very high'. The Learning and Teaching Committee, at its meeting held on 4 May 2022, suggested that further consideration should be given to the following: a) Sustainable Funding – as a consequence of the Scottish Government funding settlement and flat cash available to the College in the current environment, the finance risk should be increased. b) The term "Brexit" to be removed from the Register (since the UK had now withdrawn from the EU), and the wider effects from the withdrawal to be considered such as the wider economic transformation, locally and nationally, the impact on the cost of living etc.		

Item	Action Agreed	Member	Target Date
	c) Consideration be given to widening the Corporate 'GKC Identity' risk to include reference to underselling the College which could create a reputational risk. d) Members, noting the reduction in application levels across the sector, including the College, asked if the Recruitment and Retention risk should be increased. The Vice Principal of Curriculum and Quality recommends that consideration be given to increasing the likelihood to 4. It was agreed that the necessary adjustments be applied to the College Risk Register.	LC/MT	
b)	Strategic Risk Register		
	Members noted the content of the Strategic Risk Register for information purposes. Following review, adjustments were made to the Strategic Risk Register. The revised Strategic Risk Register would be presented to the next meeting of the Audit and Risk Committee. During discussion, the main risks to the College were noted to include: - Funding remained the main risk faced by the College and the entire Further Education sector at this time. Managing this risk would continue to be a key priority for the College in the months and years ahead. However, a proper resolution required fundamental change at a National level from the Scottish Government and the Scottish Funding Council. - Covid-19/long Covid-19 and related negative effects on staffing/resources. - The impacts of an emerging/changed world of learning and teaching and the job market. - Significant funding constraints, inflation at 10.1%, rising energy costs (another 61% expected in October 22), rising costs of food, fuel, goods etc. All factors have a negative impact on College operation and finances. - Many sectors are going on strike due to requiring more pay e.g., Royal Mail, schools/nurseries industrial action planned for 6, 7, 8 September 2022, which would have an impact on the staff and student population.	LC	

Item	Action Agreed	Member	Target Date
	- Cyber threat/attacks in the public sector continued to be of real concern. - Mental health and the wellbeing of students and staff was a concern, particularly at a time when money is tight and costs are high. It is expected that the winter will be very difficult for many.		
c)	Team Draft Risk Registers: Summary August 2022		
	Members noted the content of the Summary Team Risk Register for information purposes.		
d)	Campus Reinvestment Project		
	L Clark reminded members of the campus re-investment project that took place over the summer period across three campus buildings. The project was a massive undertaking, and it was hoped that the new and improved student areas would help with student experience, retention rates and increase wellbeing and mental health. The College insurance company had been kept apprised of developments. It is intended that the outdoor gym area to be installed at Easterhouse Campus over the months ahead would complement the new indoor gym/sports area, giving all students the opportunity to enjoy green space on the campus. The insurance company had noted the following standard comments in relation to this: • Generally, the provision of unsupervised equipment was not seen as a good idea, from a liability perspective. • The landowner had a general duty of care to anyone entering the land/property. Should someone be injured using the equipment, they could claim against the College for injuries sustained. • A general disclaimer could be posted, but technically it had no legal effect, especially in the case of serious bodily injury. It is intended that the College installs CCTV in the area of the outdoor gym to mitigate against any potential misuse.	LC/IG	

Item	Action Agreed	Member	Target Date
	Members noted the content of the Campus Reinvestment Project Heatmap for information purposes. Members thanked I Gordon for his efforts and praised him for skilfully managing such a significant project within a programme of multiple competing operations.		
e)	Risk Management Action Plan		
	The Director of Corporate Service confirmed to members that there were no outstanding elements of the Risk Management Action plan.		
13.	Items for Information		
a)	HEFESTIS Newsletters from 14 April 2022 to 5 August 2022		
	Members noted the content of the HEFESTIS Newsletters for information purposes.		
b)	Protect Duty – NaCTSO’s Incompetent Persons Scheme		
	Members noted the content of Protect Duty – NaCTSO’s Incompetent Persons Scheme for information purposes.		
c)	Scottish Government: Drug Misuse Deaths in Scotland in 2021 – A summary of the NRS Publication		
	Members noted the content of Scottish Government: Drug Misuse Deaths in Scotland in 2021 – A summary of the NRS Publication for information purposes.		
d)	Audit Scotland		
	i) Fraud and Irregularity 2021/22		
	Members noted the content of the Audit Scotland document on Fraud and Irregularity 2021-22 for information purposes		
	ii) Technical Bulletin 2022: 2 April – June 2022		
	Members noted the content of the Technical Bulletin 2022: 2 April – June 2022 for information purposes		

Item	Action Agreed	Member	Target Date
14.	Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda		
	There were no new Equality Management issues considered as a consequence of the above agenda		
15.	Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda		
	The Strategic/Risk Register would continue to be considered in line with the review schedule ensuring risk is managed appropriately and in accordance with the Risk Management Framework.		
16.	Data Protection – Data Protection issues to be considered as a consequence of the consideration of the above agenda		
	There were no new data protection issues considered as a consequence of the above agenda.		
17.	Closure		
	The meeting closed at 4pm.		
18.	Date of the next meeting		
	Tuesday 8 November 2022 at 2pm via Microsoft Teams.		