

Glasgow Kelvin College
Board of Management
Audit and Risk Committee
Agenda

Agenda for the meeting scheduled to be held at 5pm on Tuesday 16 May 2023 in Room MF12/14 East End 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 14 February 2023 *(For Approval)*
(copy attached)
6.
 - a) Matters Arising from the Previous Meeting held on 14 February 2023
 - b) Action List *(For Noting)*
 - i) Audit and Risk Committee Action Log as at May 2023
(copy attached)
7. GKC Audit Planning Update
Presentation by Stuart Nugent, Audit Scotland
(copy attached)

Items for Approval and Endorsement
8. Internal Audit Reports – Henderson Loggie *(For Approval)*
 - a) Budgetary Control and Financial Planning
 - b) Health and Safety
 - c) Payroll*(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.

9. **Audit Action Plan (For Approval)**
Report by Director of Estates and Corporate Services
(copy attached)
10. **Statutory Accounting Policies (For Approval)**
Report by Vice Principal Operations and Head of Finance
(copy attached)
- Items for Noting**
11. **Internal Audit Progress Report**
Report by Henderson Loggie
(copy attached)
12. **Risk Management Update and College Risk Register**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
13. **Governance Update**
(including Insurance, Land at Springburn, Environmental and Sustainability Update, West End Campus, Catering Tender, OSCR Return, Martyn's Law and Code of Good Governance)
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. **Lessons Learned - City of Glasgow College - NOT IN THE PUBLIC DOMAIN**
Report by Director of Estates and Corporate Services
(copy attached)
16. **National Fraud Initiative**
Report by Vice Principal Operations and Finance & Student Funding Manager
(copy attached)
17. **Items of Correspondence – For Information**
[Item 17 - Lt from Audit Scotland to FE Finance Directors Group - Audit Fees.pdf](#)
- Items for Information**
18. **Audit Scotland**
 - a) [Audit Scotland Technical Bulletin 2023.1.pdf](#)
 - b) [Audit Scotland Scottish Qualifications Authority 2021.22.pdf](#)
 - c) [Audit Scotland Encouraging Progress On Education Data But Still A Long Way To Go](#)
 - d) [Radical action needed on data | Audit Scotland \(audit-scotland.gov.uk\)](#)

Risk, Equality and Data Protection - Discussion

19. Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda
20. Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda
21. Data Protection – Data Protection issues to be considered as a consequence of the consideration of the above agenda
22. Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda
23. Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda
24. Closure
25. Date of Next Meeting
TBC
26. Committee Focus Group Self-Evaluation - Members Only Session