

Glasgow Kelvin College
Board of Management
Audit and Risk Committee
Agenda

Agenda for the meeting scheduled to be held at 4 - 5pm on Tuesday, 26 November 2024, via Microsoft Teams

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 03 September 2024 (*For Approval*)**
(copy attached)
6. **a) Matters Arising from the Previous Meeting held on 03 September 2024**
b) Action List (*For Noting*)
 - i) **Audit and Risk Committee Action Log as at November 2024**
(copy attached)
- Items for Approval and Endorsement**
7. **Audit and Risk Committee and Risk Management Committee Terms of Reference Refresh**
Report by Secretary to the Board and Director of Estates and Corporate Services
(copy attached)
8. **Henderson Loggie – Annual Report to the Board of Management and Principal on the Provision of Internal Audit Services for 2023/24**
(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. **Internal Audit Reports – Henderson Loggie**
 - a) **Procurement and Creditors / Purchasing**
 - b) **2023.24 Student Activity Data**
 - c) **2023.24 Student Support Funds**
(copies attached)
10. **Audit Action Plan**
Report by Director of Estates and Corporate Services
(copy attached)
11. **Audit and Risk Committee Annual Report 2023/24 – NOT IN THE PUBLIC DOMAIN**
Report by Chair of the Audit and Risk Committee
(copy attached)
12. **Risk Management Framework**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
13. **Risk Management Update and College Risk Register**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
14. **Items for Discussion and Noting**
Internal Audit Progress Report
Report by Henderson Loggie
(copy attached)
15. **Governance Update** (including: West End Campus – Update, Cladding at Springburn Campus, Audit Scotland Fees – Update, Additional Security Arrangements - Easterhouse Campus, AG Lockdown – Update, Externally Facilitated Effectiveness Review, Land at Springburn Campus and Public Sector Climate Change Duties Reporting)
Report by Director of Estates and Corporate Services
(copy attached)
16. **Governance Action Plan - Update**
Report by Secretary to Board of Management and Director of Estates and Corporate Services
(copy attached)
17. **Internal Audit Tender – Scope and Timeline - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations
(copy attached)
Items for Correspondence
18.
 - a) [Letter to the Minister for Higher and Further Education re. GKC Audit Fees.pdf](#)
 - b) [Response from Minister for Higher and Further Education re. GKC Audit Fees.pdf](#)

Items for Information

19. Audit Scotland Publications

- a) [Technical Bulletin 2024/3](#)
- b) [The National Fraud Initiative in Scotland 2024](#)
- c) [Climate Change Disclosures](#)

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

- 20. Resource Implications – Resource issues to be considered as a consequence of the consideration of the above agenda**
- 21. Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda**
- 22. Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda**
- 23. Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda**
- 24. Data Protection – Data Protection issues to be considered as a consequence of the consideration of the above agenda**
- 25. Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda**
- 26. Closure**
- 27. Date of Next Meeting**
Tuesday, 11 February 2025 at 5.00pm, via MS Teams.