

Glasgow Kelvin College
Board of Management
Audit and Risk Committee
Agenda

Agenda for the meeting scheduled to be held at 5pm on Tuesday, 3 September 2024
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 14 May 2024 *(For Approval)*
(copy attached)
6.
 - a) Matters Arising from the Previous Meeting held on 14 May 2024
 - b) Action List *(For Noting)*
 - i) Audit and Risk Committee Action Log as at September 2024
(copy attached)
- Items for Approval and Endorsement**
7. Henderson Loggie
 - a) Annual Internal Audit Plan 2024/25
 - b) Follow Up Reviews 2023/24
(copies attached)
8. Audit Action Plan
Report by Director of Estates and Corporate Services
(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. **Risk Appetite Review / Risk Category**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
10. **Risk Management Update and College Risk Register**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
11. **Statutory Accounting Policies**
Report by Vice Principal Operations and Head of Finance
(copy attached)
12. **Assurance Framework – Annual Review**
Report by Vice Principal Operations
(copy attached)
- Items for Discussion and Noting**
13. **Internal Audit Progress Report - September 2024**
Henderson Loggie
(copy attached)
14. **External Audit Progress Report 2023/24**
Audit Scotland
(copy attached)
15. **Governance Update** (including UMAL Safety Inspection Visits, West End Campus – Update, Audit Scotland – Fees, New Security Arrangements – East End and Easterhouse Campuses, AG Lockdown, Freedom of Information Reform (Scotland) Bill, Information Commissioners' Annual Report and Financial Statements 23-24, SFC Guidance on Quality for Colleges and Universities 2024-25 to 2030-31, Community Empowerment (Scotland) Act 2015 – Participation Requests)
Report by Director of Estates and Corporate Services
(copy attached)
16. **Insurance Cover 2024/25 – NOT IN THE PUBLIC DOMAIN**
Report by Director of Estates and Corporate Services
(copy attached)
17. **Freedom of Information and Data Protection Request Monitoring Academic Year 2023/24**
Report by Director of Estates and Corporate Service, Corporate Support and Administration Manager and Regulations and Compliance Manager
(copy attached)
- For Information**
18. a) [Audit Scotland Technical Bulletin 2024/2](#)

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

19. **Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda**
20. **Risk Management – Risk issues to be considered as a consequence of the consideration of the above agenda**
21. **Equality Management – Equality issues to be considered as a consequence of the consideration of the above agenda**
22. **Data Protection – Data Protection issues 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**
26 November 2024 via MS Teams