Glasgow Kelvin College

Board of Management

Audit and Risk Committee

Agenda

Agenda for the meeting scheduled to be held at 5pm on Tuesday 22 February 2022 via Microsoft Teams

1. Sederunt

2. Apologies

3. Terms of Reference
Audit and Risk Committee Terms of Reference

4. Declarations of Interest

5. Minute of the Previous Meeting held on 30 November 2021 *(For Approval)*
(copy attached)

6. a) Matters Arising from the Previous Meeting held on 30 November 2021

b) Action List *(For Noting)*
i) Audit and Risk Committee Action Log as at February 2022
(copy attached)

Items for Approval and Endorsement

7. Code of Conduct, Standing Orders, Conflict of Interest Policy and Register of Interests
Report by Director of Corporate Services and Secretary to the Board
(copy attached)

8. Audit Action Plan
Report by Director of Corporate Services
(copy attached)

9. Internal Audit Reports – Henderson Loggie
a) Student Support
(copies attached)

Items for Noting

10. Internal Audit Progress Report – 2021/22 Annual Plan
Report by Henderson Loggie
(copy attached)

JH/JE/AMcK
February 2021

11. Risk Management Update
(Risk Management Activity, NJNC Notification of Dispute, Budget Cuts for 2022/23, SFC – In-year Redistribution of Credit Activity for AY 2021-22, Foundation Apprenticeship Delivery, Air Handling Unit Installation, Fire Risk Assessment, Cladding, Vandalism at East End Campus, High Energy Prices, Mental Health, 'Governance questions still to be answered)
Report by Vice Principal Operations and Director of Corporate Services
(copy attached)

12. Governance Update
(Protect Duty Consultation Response, Claims Digest – UMAL, Business Interruption Claim)
Report by Director of Corporate Services
(copy attached)

13. ICT Update (Appendix 2 – NOT IN THE PUBLIC DOMAIN)
Report by Director of Digital Services
(copy attached)

14. Freedom of Information Requests Monitoring January 2021 - December 2021
Report by Director of Corporate Services and Team Leader – Administration
(copy attached)

15. Audit Scotland
a) Technical Bulletin 2021/3
Technical Bulletin 2021-4 (audit-scotland.gov.uk)

b) Technical Guidance
Guidance on Planning 2021-22 Audits (audit-scotland.gov.uk)
https://www.audit-scotland.gov.uk/uploads/docs/um/tgn_2021-8_local_government.pdf

Items of Correspondence – NOT IN THE PUBLIC DOMAIN

16. NJNC - Side Table (Lecturing) - Formal Notification of Dispute

17. Colleges Scotland - Collating Information re. Budget Cuts for 2022/23

18. SFC - In-year Redistribution of Credit Activity for AY 2021-22
(copies attached)

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. Closure

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23. Date of Next Meeting
17 May 2022 at 5pm

Private Meeting with Internal & External Auditors and Committee Members

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February 2021