

## Audit Committee Meeting

Date of Meeting	Friday 7 October 2016
Paper Title	Updates from Assigned College Audit Committees
Agenda Item	14
Paper Number	AC1-J
Responsible Officer	Robin Ashton, GCRB Executive Director
Status	Disclosable
Action	For discussion

### 1. Report Purpose

- 1.1. Consider updates on key items of business undertaken by the audit committees of the assigned colleges.

### 2. Recommendations

- 2.1. The Committee is invited to **note** this report.

### 3. Background

- 3.1. The Committee has requested that it receive updates from the audit committees of the assigned colleges on key matters considered at each of their meetings, in order to support identification of opportunities for cross-region collaboration in areas of shared interest.

### 4. City of Glasgow College

- 4.1. The Committee met on 14th September 2016.

- 4.2. Key items considered by the Committee were:

- Approved the Audit Committee annual report
- Approved the appointment of Henderson Loggie following the completion of the tender process.
- Approved the schedule of meetings for the 2016/17 academic year.
- Approved the updated Risk Register
- Noted the current SFC Accounts Direction in relation to the College Financial Regulations
- Discussed the recent Audit Scotland overview report

- Discussed several recent internal audit reports and agreed the recommendations.

## **5. Glasgow Clyde College**

**5.1.** The Audit Committee of Glasgow Clyde College has met on two occasions since the last GCRB Audit Committee with meetings having been held on 6th July and 28th September 2016.

**5.2.** The following key items have been considered:

- In respect of internal audit, there have been four internal audit reports submitted to the Committee at these two meetings which were on Payroll, Budgetary Control, Risk Management, and the annual internal audit Follow Up Review report reviewing implementation of prior internal audit recommendations. The Annual Internal Audit Report for 2015/16 was submitted to Committee in September which reported that all the planned internal audit work had been completed, and the report gave the internal auditor's opinion that the College has adequate and effective arrangements for risk management, control and governance, and that proper arrangements are in place to promote and secure value for money. The report stated that this opinion was arrived at taking into consideration the work they had undertaken during 2015/16. Also the internal audit plan for 2016/17 was submitted to the Audit Committee for discussion and agreement.
- The External Audit Planning memorandum was submitted to the Committee at its July meeting in respect of the forthcoming 2015/16 financial year external audit.
- A paper on the College's Risk Appetite was presented to Audit Committee in September and this will be further considered by the October Glasgow Clyde College Board of Management meeting, and the Audit Committee discussed the College Strategic Risk Register and progress with departmental risk registers. Also at the September meeting the Committee considered the Finance and Governance sections of the Audit Scotland 2014/15 Colleges Overview report and the Clerk to the Board submitted a paper on the Audit requirements of the updated Code of Good Governance for Colleges to consider the compliance of the Audit Committee with those requirements.
- Finally the Committee considered Board policies on risk management and fraud and corruption at its July meeting and identified any proposed changes.

## **6. Glasgow Kelvin College**

**6.1.** At the meeting on 21 June 2016 the key items considered by the Committee were:

- The Committee opened with a Board Development Event on Procurement. This was delivered by Susan Ferguson and Kirsten Adams-McKenzie from APUC) and covered the legislative reforms relating to procurement. All members of the Board of Management were invited to attend this session.
- The Committee noted that Audit Scotland had re-appointed Scott Moncreiff as

the College's independent External Auditor for a further period of 5 years;

- The committee reviewed Internal Audit reports from Henderson Loggie which covered:
  - Estates and Space Management – the Committee were reassured that the auditor had reviewed the planning arrangements in place for the closure of City Campus and the associated timetabling and curriculum moves. The committee were reassured that this project was being very well managed by the College; and
  - Debtors & Income – this report provided a review of Debt Collection procedures and made some recommendations for procedural improvements.
- The Committee approved the proposed Audit Needs Assessment presented by Henderson Loggie;
- The Committee also approved the External Auditors plan for the Audit of the Annual Accounts for the year ending 31 July 2016, although the Committee requested that further discussion on the fee level should take place;
- The Audit Action Plan was reviewed, as it is at each meeting;
- The Section 22 Report on Edinburgh College was discussed in some detail;
- The Committee also discussed the revised Code of Audit Practice and Technical Bulletin published by Audit Scotland; and
- The Committee reviewed the Risk Register, again a standing item at each meeting.

## **7. Risk Analysis, legal implications, financial implications and Regional Outcome Agreement implications**

- 7.1.** Other than as reported above, there are no specific aspects to be considered under these headings.