

AUDIT & RISK COMMITTEE

Minute of the Audit and Risk Committee Meeting held on Wednesday 31 May 2023 at 1000 hrs through the use of Microsoft Teams.

Agenda Item	
	<p>Present: Drew Russell (Chair) Jim Gifford Leona McDermid Iain Watt David Anderson (co-opted)</p> <p>In Attendance: Stuart Inglis (Henderson Loggie) Stuart Thompson (Vice Principal Finance & Resource) Susan Lawrance (Board Secretary) Lorraine Garden (Minute taker)</p>
27-22	<p>Apologies for Absence: Apologies for absence were received from B Hutchison; D Archibald, S Elston and Audit Scotland.</p>
28-22	<p>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items: S Inglis declared a conflict of interest with Agenda item 32-22.</p>
29-22	<p>Minute of Previous Meeting – 30 November 2022: The Minute of the previous meeting was approved as a true and accurate record.</p>
30-22	<p>Matters Arising from the Previous Meeting: Members noted the Matters Arising report with no additional comments.</p>
	<p>Matters for Decision (a-d) Matters for Information (e-h)</p>
31-22a	<p>Internal Audit Reports: (SI) Final Nescol Financial Planning Audit Report: S Inglis gave a summary of the main findings of the report, noting the number of strengths highlighted with no significant weaknesses identified in the review. In response to a query, S Thompson advised Executive Team and Leadership Team are already discussing income growth. The challenging, but manageable financial position was also shared.</p>
31-22b	<p>Final IT – Digital Strategy Audit Report:</p>

31-22c	<p>S Inglis gave a summary of the overall findings of “good” and the only one minor recommendation made regarding data architecture, noting the 31 December 2023 completion date.</p> <p>Final IA Follow up review Report:</p> <p>S Inglis gave a summary of the follow-up review, noting the 12 fully implemented and two partially implemented recommendations; with Committee noting the ambition to have the two outstanding recommendations completed by November 2023.</p>
31-22d	<p>Final 2021/22 Student Support Funds Report:</p> <p>S Inglis summarised the reports and signed returns shared with Committee for information. S Inglis also highlighted the full compliance with guidance, with all returns submitted without reservation and with only two minor comments summarised.</p>
31-22e	<p>In response to a query, S Inglis advised amendments have been made to print charge since the report was issued. Members also noted the intention to include sample testing from both accepted and rejected EMA applications.</p>
31-22f	<p>EMA 2021/22 EMA Principal Declaration (EMA: Signed EMA Auditors Report/Covering Letter (already submitted at Nov A&R Meeting)) Signed SFC SSF Covering Letter Signed HEAF return Signed HEDF Return covering letter</p> <p>Members noted all covering letters and returns were completed on time with full compliance with guidance and submitted without reservation.</p>
31-22g	
31-22h	
32-22	<p>Internal Audit Contract extension – verbal update:</p> <p>S Thompson confirmed to Members the extension for 2023/24 of the Internal Audit Contract with Henderson Loggie, (in compliance with previous tender submission); and advised that a full tender process, which Audit Committee will be part of, will be undertaken at the start of 2024 with the successful Internal Auditor in place before summer 2024.</p> <p>In response to a query, S Inglis confirmed that the extension comes under the APUC framework and the rates identified therein.</p> <p>D Anderson noted the exemplary work undertaken by Henderson Loggie and his support of the extension. In endorsing the extension A Russell asked that the College ensures a sufficient hand-over period is included in the tender process.</p> <p>The Committee approved the Contract extension.</p>
	Matters for Discussion
33-22	<p>Strategic Risk Register:</p>

34-22	<p>Code of Good Governance for Scotland's Colleges – Review of compliance:</p> <p>S Lawrance provided a summary of the key changes to the Code of Good Governance shared with Committee. The comments with regard to stakeholder engagement and Chairs Committee were noted, and will be reflected in the next iteration of the document.</p>
	Matters for Information
35-22	<p>Annual Procurement Report:</p> <p>Committee noted the, for information, Annual Procurement Report. Members noted the report had been produced and returned to Scottish Government on time and is available on the College website. S Thompson gave assurance to Committee they will have an opportunity to review and comment on the next Annual Procurement Report ahead of its submission to Scottish Government.</p> <p>A discussion took place on sustainability based benefits and the challenges of gathering suppliers' emissions profiles.</p> <p>In response to a query, S Thompson advised that NESCol, along with the internal auditors, will ensure all risks and issues highlighted in the recent City of Glasgow Lessons Learnt Report are not repeated.</p>
36-22	<p>Any Other Business</p> <p>No other business was raised.</p>
37-22	<p>Summation of Actions and Date of Next Meeting</p> <p>S Lawrance provided a summary of the Actions. The date of the next meeting will be circulated to Members for approval at the June Regional Board Meeting on 21 June 2023.</p>

Signed:.....J Gifford Audit & Risk Committee Chair

Dated:.....29.09.23