

Audit and Risk Committee Action List

Item 06bi

Meeting Date	Agenda Item Number	Action	Person/s Responsible	Comments	Date Due	Date Completed	Status of Action
16/09/2025	07c	Audit Needs Assessment 2025/26 to 2027/28 - Wbg G Gilliespie offered to liaise with J Evans and L Clark and bring forward the budgetary and financial reporting audit report to the Audit and Risk Committee earlier if this would suit members.	Vice Principal Operations and Director of Estates & Corporate Services	Complete – on agenda for 12 May 2026 A&R Committee.	Session 2025/26	12/05/26	Completed
16/09/2025	07c	Audit Needs Assessment 2025/26 to 2027/28 - Wbg J Evans and L Clark to liaise with G Gillespie, Wbg, in regard to closing off the outstanding recommendations with a view to bringing back a report before the end of the current Academic Year.	Vice Principal Operations and Director of Estates & Corporate Services	J Evans and L Clark are scheduled to meet G Gillespie, Wbg, on 1 July 2026.	12/05/26		Live
16/09/2025	10	Assurance Framework (including Risk Assurance Map) J Evans was asked to add in the GCG/Regional Learning and Teaching Group alongside the GCG/Regional Finance and Resources Group and remove the reference to Regional Outcome Agreements.	Vice Principal Operations	The amendments will be made when the report is next presented to the Committee. Additionally, a session will be held for Board members during session 2025/26. A session is being scheduled for the new AY when the new Chair is in place and will feature on the Board Development Programme.	Session 2025/26 2026/27		Live
25/11/2025	Item 10	Audit and Risk Committee Annual Report 2024/25 D Grenham suggested that a benchmarking exercise could be undertaken to review this annual report against what other colleges are doing. J Evans agreed to liaise with Audit Scotland.	Vice Principal Operations	Recruitment and retention has been added back in.	Session 2025/26		Completed
25/11/2025	Item 15	Governance Update H Jackson suggested that a session in the summer period might be useful in relation to using AI.	Secretary to the Board of Management	See action below from the 10/2/26 meeting, Item 6b.	Session 2025/26		Live
10/02/2026	Item 6b	Audit and Risk Committee Action Log J Evans to have a refreshed version of the Assurance Framework for a session at the start of the next Academic Year.	Vice Principal, Resources and Corporate Development/Chief Operating Officer		Session 2026/27		Live
10/02/2026	Item 6b	Audit and Risk Committee Action Log M Brand to advise on a date for an AI session to slot into the Board development schedule, once agreed with J Quinn.	Secretary to the Board of Management		End of Session 2025/26		Live
10/02/2026	Item 8	Risk Management Update and College Strategic Risk Register J Evans to liaise with R Ashton to re-insert the recruitment/retention risks, into the risk register.	Vice Principal, Resources and Corporate Development/Chief Operating Officer	Recruitment / Retention Risks have been re-inserted into the College Strategic Risk Register	End of Session 2025/26	21/04/26	Completed
10/02/2026	Item 8	Risk Management Update and College Strategic Risk Register L Clark to record J Evans as the named person within the Finance Risk.	Assistant Principal Estates, Corporate Planning and Governance	Funding in the college is approached as a leadership team but requires one named person. This was changed to Jeanette Evans following the last A&R meeting.	End of Session 2025/26	10/02/26	Completed
10/02/2026	Item 13	Public Sector Climate Change Duties Report – 2024/25 J Campbell to investigate and report back on recent changes in sustainability accounts, how we may be able to see and then compare against other colleges and if this reporting is now a condition of grant.	Principal/Chief Executive	This is ongoing and is in reference to the new section that was added into the Annual Report and Financial Statements. Audit Scotland are going to review other colleges Annual Report and Financial Statements to ensure completeness and consistency in relation to conditions of grant.	End of Session 2025/26		Live