Appendix 1

At February 2026

Audit Report	Audit Reference	Original Recommendation	Priority	Management Response	Agreed	To Be Actioned By	No Later Than	Progress	High Priority	Medium Priority	Low Priority	Considered Complete by Owner	Partially Completed
									0	1	12	6	1
Environmental Sustainability	**2023/01**	**R2:** We recommend that the College ensures that all its strategies take cognisance of its sustainability and climate change objectives and ambitions. This will help embed sustainability and carbon management throughout the whole of the College	3	Strategies will be reviewed at next review dates and sustainability embedded as appropriate.	Yes	SMT	~~31 July 2024~~ ~~31 March 2026~~ 31 December 2027	**Update as at 15 August 2023** The strategies will be reviewed at each review date and sustainability embedded at that time. **Update as at 9 August 2024** The strategies in place at present have various review dates from 2024-2027; each one will be reviewed prior to the end date and sustainability and environmental matters will be embedded at that time. This is an ongoing recommendation and, as such, the revised completion date for this recommendation will require to be December 2027 in line with the current strategies. **Update as at 14 July 2025** Our new Principal and CEO has organised a Board of Management Strategy Day on 27 August 2025; all the supporting strategies will thereafter be updated to align accordingly with the strategic direction of the College. **Revised completion date: ~~31 July 2024~~. 31 December 2027**			1		
Environmental Sustainability	**2023/01**	**R3:** Ensure that adequate training is provided to Estates and Facilities staff on how to optimally configure the BEMS to allow the College to collect, interpret and report appropriate data on energy consumption.	**3**	Some training was given by Mitie prior to the COVID-19 lockdown period, however, the passage of time means that refresher training would be welcome and would also allow proper interrogation of the BEMS system in order that it can be used to maximum effect.	Yes	Head of Facilities and Environmental Sustainability/ Environmental and Sustainability Manager	~~7/3/2023~~ ~~31 October 2024~~ ~~31 December 2024~~ 31 December 2025	**Update as at 15 August 2023** Due to the volume of estates works ongoing over the summer period to enable the exit of West End Campus, this training has not been possible to organise. **Update as at 8 February 2024** Mitie has been contacted on several occasions this calendar year in an attempt to secure a date for this training. This is currently awaited. Contact made again on 7 February 2024. **Revised completion date: ~~31 December 2023~~. ~~31 July 2024~~. 31 October 2024** We have been unable to secure the necessary training with Mitie and have very recently changed contractors who will provide what the College requires in terms of training and system reporting. **Update as at 11 November 2024** Estates have a new contract with Craigalan who are a company that specialise in managing building management systems. Meetings have been held in relation to training/output reports from our BEMS system. A 5-day review will be undertaken by Craigalan engineers, who will interrogate every aspect of our utility usage. This review will take place before the end of 2024 and a report will be produced to explain what measures we could employ in the short and medium term that will provide meaningful reductions in our utility usage. Craigalan will also be able to improve the software available and install meters and sensors in key areas around the building to generate further reports. The Estates team will be provided with specific training on this to access and generate reports to show trends. **Update as at July 2025** GKC is part of a shared Glasgow colleges procurement exercise to appoint a provider for Building Management Systems. This procurement exercise has been delayed due to staff absence within the lead college's procurement team, but work on preparation of the tender is expected to shortly recommence. GKC will contribute to the shared development of the tender to ensure that the new BEMS can appropriately support the College's sustainability objectives. In the interim, GKC has appointed the College's Planned Preventative Maintenance Provider, Dalkia, to commence energy management audits for each campus, to review all current metering and energy consumption data and identify opportunities for efficiencies. **Update as at December 2025** Mark McGonigle, the Energy Controls Specialist from Dalkia is running a training session for all Estates seniors on Thursday, 18 December 2025 on using the BMS for energy optimisation. He is providing this training free of charge, as part of his energy audits of EEC and EH. **Fully implemented.**			1	Yes	Yes
Staff Development	**2024/05**	**R1** It is recommended that the College develops a centralised comprehensive training record to ensure that all formal training information is recorded in a single place and to allow for more efficient management oversight.	3	The College is in the process of further developing its HR platform to support its OD function. This will enable the recording of formal training and mandatory training to be held in a central location. It will be accessible by the staff member and the line manager. In addition, the site will link the staff member to the Professional Learning Log pro format which is voluntary, and staff will be encouraged to utilise this for their own self-reflection and professional development.	Yes	Director of People and Culture and Head of HR and OD	~~30 April 2025~~ 31 December 2025	**Update as at December 2025** CPD records held centrally on HRI. Staff have access to their own record and they can access and maintain their Professional CPD log through the portal. **Fully implemented.**			1	Yes	
Staff Development	**2024/05**	**R2** It is recommended that the requirements for training during inductions and probationary periods is refined to explicitly define the timescales for completing the compliance training elements, to ensure consistency in the approach adopted across the College.	3	The induction process is currently under review. Timescales for completion will be incorporated as part of the review process.	Yes	Director of People and Culture and Head of HR and OD	~~30 April 2025~~ 31 December 2025	**Update as at December 2025** Staff Induction process in place and new entrants have participated in the process. The College will evaluate the impact, feedback will assist in the continued maintenance and development of the process. **Fully implemented.**			1	Yes	
Fraud Prevention, Detection and Response	**2025/03**	**R1** – At the next review date, the College should take steps to update its Anti-Fraud & Anti Corruption Policy and Anti Bribery Policy Statement to ensure alignment with the Money Laundering Policies and Procedures to ensure that staff are equipped with knowledge required to meet the duties placed upon the College as set out in the 2011, Money Laundering Act, Terrorist Financing and Transfer of Funds Regulation 2017 (and the 2022 update).	3	This recommendation is accepted. If Henderson Loggie could provide example wording, this would be appreciated.	Yes	L Clark	30 November 2025	**Update as at November 2025** The College received some advice from Henderson Loggie in regard to the items that should be contained within such Policies. Extensive work has taken place to fully update these policies and the Head of Finance has also been involved in reviewing these documents and related procedures. These policies are on the Audit and Risk Committee agenda for 25 November 2025. Policies have been approved and rolled out to staff. Related training course is being developed. **Fully implemented.**			1	Yes	
Fraud Prevention, Detection and Response	**2025/03**	**R2** – The College should develop and implement a documented approach for all future potential fraud investigations to ensure that they are undertaken in a consistent way which ensures, fairness, independence, and provides sufficient documentation and evidence for further investigation by any external body (such as a professional body).	3	This recommendation is accepted. If Henderson Loggie could provide any example approaches, this would be appreciated.	Yes	J Evans	30 November 2025	**Update as at November 2025** As above, the College reviewed advice received from Henderson Loggie in regard to the documented approaches required. Attached to the Anti-Fraud and Anti-Corruption Policy are the procedures that are laid out in a consistent manner and covers requirements in this audit recommendation. These procedures are contained within the Policies paper on the Audit and Risk Committee agenda for 25 November 2025. Policies have been approved and rolled out to staff. Related training course is being developed. **Fully implemented.**			1	Yes	
Student Recruitment and Retention	**2025/05**	R1 We recommend that a session is convened with Curriculum Managers to capture feedback on the barriers which are preventing universal use of Power BI as the default reporting tool, and to agree the timeline for moving towards the removal of duplicate reports in Columbus that are already available through Power BI	3	Ongoing, continuous training on the PBI platform will be delivered to the senior teaching staff via the Training, Growth and Improvement Forum. The College will look at the refresh timing for the PBI Admissions reporting to try and reduce the time lag. The College will look at reducing the dependency on the information it provides by continuing to promote the PBI platform and by starting the process of removing duplicate reporting.	Yes	M Smillie	~~31 December 2025~~ 11 March 2026	**Update as at January 2026** This will be attended to at the next CM/SCM meeting held where the MIS Manager and the Assistant Principal Digital and Information Services will update and engage with faculty management.			1		
Student Support Funds	**2025/05**	R1 The College should review its process for identifying study costs chargeable to Bursary to ensure that where a student does not enrol, or is not eligible for study costs, the kit cost is recharged to the relevant faculty and not met from the Bursary fund.	2	The College already recharges study costs for students who do not enrol or are not eligible. From 2025–26, this process will be strengthened by first identifying the actual cost per student from course invoices, followed by a mid-year reconciliation and an update of TeQuios so that only actual costs for eligible students are recorded, estimates for non-eligible students are removed, and any non-eligible costs are recharged to faculties. A year-end reconciliation will also be carried out to capture any late or missed costs. This ensures Bursary commitments and faculty recharges are correct, and FES figures are accurate without the need for year-end adjustments.	Yes	Finance and Student Funding Manager	31 July 2026			1			
Learning, Teaching and Student Experience	**2025-26**	We recommend that the Head of Enhancement and Assurance introduces a formal monitoring process for student survey actions, such as incorporating a standing agenda item within the weekly Senior Curriculum Manager meetings to review progress against agreed actions.	3	This recommendation is accepted.	Yes	John Clarke, Head of Enhancement and Assurance	January 2026	**Update as at January 2026** The AP Digital and Information Services has added a section to CM SEAP reports requiring them to comment on survey feedback and create actions. This is also a recurring item to review these actions which has been added to the QSCM workplan which goes on the QSCM Forum agenda at relevant dates. **Fully implemented.**			1	Yes	
Learning, Teaching and Student Experience	**2025-26**	We recommend that the College develop and implement a structured framework for student partnership in curriculum and assessment design. This should include clear expectations for involving students in course development discussions, defined mechanisms for student participation in curriculum review panels or working groups, and targeted training for staff on effective co-creation practices.	3	This recommendation is accepted.	Yes	Vice Principal Curriculum and Quality	June 2026				1		
Credits Report/Student Activity Data	**2025/08**	Credit Values R1 For all College devised units, the College should ensure that adequate supporting evidence is available for planned learning hours to verify the Credits claim. Where learning and support activity is not formally timetabled, al activity could be recorded on course set up forms which outline the activity, the number of hours involved in delivery of that activity, and the associated planned Credits	3	College Management will undertake a comprehensive review of the policy governing College Devised Programmes. The objective is to ensure that all learning and support activities are formally timetabled and effectively integrated into the student experience. Particular attention will be given to the scheduling and delivery of Personal Learning and Development (PLD), to reinforce consistency, visibility, and accessibility across all programmes.	Yes	Vice Principal for Curriculum and Quality Enhancement, John Clark, Head of Enhancement and Assurance Quality Enhancement	End of session 2025/26				1		
Credits Report/Student Activity Data	**2025/08**	Superclass Codes R2 In-year and end of year FES data integrity checks should include a review of superclass codes.	3	This is part of the data checks that are currently carried out. This was human error, due to this class being a spanning course and the class code was missed. PBI report being established to make this check easier throughout the session.	Yes	Head of Student Information Services	End of session 2025/26				1		
Credits Report/Student Activity Data	**2025/08**	Fee Waiver R3 Ensure that students provide evidence of part-time fee waiver status and complete all the necessary documentation at the start of the academic year or are treated as self-funded. The College should review its checks on student Source of Finance codes to ensure that similar errors do not occur in the future.	3	Finance and Student Records will strengthen the monitoring arrangements going forward to ensure that information is updated appropriately throughout the academic session.	Yes	Head of Student Information Services, Finance Manager	End of session 2025/26				1		