

Audit Committee 2022-2023 1/4

Thu 08 September 2022, 16:30 - 18:30

Teams

Agenda

16:30 - 16:31 **1. Welcome, Apologies, and Announcements**

1 min

Information *Lauren Doughton*

16:31 - 16:32 **2. Declarations of Interest**

1 min

Information *Lauren Doughton*

16:32 - 16:34 **3. Minutes of Previous Meeting**

2 min

Decision *Lauren Doughton*

- 📄 Confidential Minutes of the Previous Meeting of Audit Committee (July 2022).pdf (1 pages)
- 📄 Non-Confidential Minutes of the Previous Meeting of Audit Committee (July 2022).pdf (6 pages)

16:34 - 16:39 **4. Terms of Reference**

5 min

Decision *Matt Sierocinski King*

MSK to prep existing ToRs and CDN Template ToRs, and produce doc highlighting what we have and don't have, for Committee to decide what changes are needed.

- 📄 BOM-AC-2022-01 Terms of Reference Review.pdf (2 pages)
- 📄 BOM-AC-2022-01.01 Audit Committee Terms of Reference (Approved May 2022).pdf (2 pages)
- 📄 BOM-AC-2022-01.02 Audit Model Terms of Reference Comparison.pdf (3 pages)

16:39 - 16:44 **5. Update on Co-option**

5 min

Decision *Lauren Doughton*

- 📄 BOM-SNC-2022-03 Co-option Recruitment for Audit Committee.pdf (2 pages)
- 📄 BOM-SNC-2022-03.1 Audit Committee Co-option Board recruitment pack September 2022.pdf (15 pages)

16:44 - 17:44 **6. Business Continuity**

60 min

6.1. Strategic Plans





Information *Jane Lewis*

Workshop style delivery

6.2. Operational Plans

Information *Jane Lewis*

Workshop style delivery

-  BOM-AC-2022-02 Operational plans.pdf (2 pages)
-  BOM-AC-2022-02.01 Shetland UHI Operational Plan - Tertiary - 2022-23.pdf (18 pages)
-  BOM-AC-2022-02.02 Shetland UHI Operational Plan 2022 - 2023 Professional Services.pdf (29 pages)
-  BOM-AC-2022-02.03 Shetland UHI Operational Plan_Research_August22 (002).pdf (8 pages)

6.3. Business Continuity Plan

17:44 - 17:49 **7. Risk Management**

5 min

Discussion *Jane Lewis*

LD to determine what should happen on this matter after Board meeting.

17:49 - 17:51 **8. Internal Audit**

2 min

Information *Glenn Gilfillan*

Verbal Update

17:51 - 17:53 **9. External Audit**

2 min

Information *Glenn Gilfillan*

Verbal Update

17:53 - 17:55 **10. Matters Arising**

2 min



Information *Lauren Doughton*

17:55 - 18:00 **11. Training for Members**

5 min

Discussion *Matt Sierocinski King*

<https://professionallearning.collegedevelopmentnetwork.ac.uk/course/view.php?id=159>

-  BOM-2022-01 Training for Board Members.pdf (2 pages)
 -  BOM-2022-01.1 Training Options for Board Members 2022-2023.pdf (2 pages)
-

18:00 - 18:05 **12. Audit Plans**

5 min



Discussion *Matt Sierocinski King*

Verbal Update

18:05 - 18:10 **13. Scotland's Colleges Report from Audit Scotland**

5 min

Discussion

-  BOM-AC-2022-03 Scotlands Colleges Report from Audit Scotland.pdf (3 pages)
 -  BOM-AC-2022-03.01 Scotland's Colleges - Auditor General.pdf (18 pages)
-

18:10 - 18:15 **14. Any Other Business**
5 min

18:15 - 18:16 **15. Date of Next Meeting**
1 min