

# Audit Committee July Meeting

Wed 19 July 2023, 16:30 - 18:30

Teams

## Agenda

---

### Opening Items


---

**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 - 16:37** **3. Minutes of Previous Meetings**  
5 min  
*Decision*      *Lauren Doughton*  
 Minutes from the Previous Meeting of Audit Committee (Q4 2023).pdf (10 pages)



**16:37 - 16:39** **4. Matters Arising**  
2 min  
*Information*      *Lauren Doughton*

**16:39 - 16:42** **5. \*Terms of Reference**  
3 min  
*Information*      *Matt Sierocinski King*  
 Terms of Reference for Audit Committee (As Approved June 2023)..pdf (3 pages)

### Committee Matters

---

**16:42 - 16:47** **6. Training for Members**  
5 min  
*Discussion*      *Matt Sierocinski King*  
<https://professionallearning.collegedevelopmentnetwork.ac.uk/course/view.php?id=159>

**16:47 - 16:52** **7. Co-Option - (Restricted)**  
5 min  
*Discussion*      *Matt Sierocinski King*  
 BOM-AC-2022-17.0 Audit Committee Co-Option Recruitment Pack (July 2023).pdf (2 pages)  
 BOM-AC-2022-17.1 Audit Committee Co-Option Recruitment Pack (July 2023).pdf (22 pages)

---



# Audits

---

## 16:52 - 16:57 **8. Audit and Verification Activity**

5 min

Information Jane Lewis

-  BOM-AC-2022-18.0 Audit and Verification Activity - July 2023.pdf (2 pages)
  -  BOM-AC-2022-18.1 Audit and Verification Activity 2022 - 2023 - July.pdf (13 pages)
- 


## 16:57 - 17:07 **9. Internal Audit**

10 min

Information Internal Auditors

### 9.1. Progress Report

Information Chloe Main

-  BOM-AC-2022-19.1 UHI Shetland - internal audit progress report - July 2023.pdf (8 pages)


### 9.2. Risk Management Report

Discussion Chloe Main

-  BOM-AC-2022-20.1 BDO SUHI - Risk Management - FINAL.pdf (23 pages)

### 9.3. Student Recruitment Report

Discussion Chloe Main

-  BOM-AC-2022-21.1 BDO SUHI - Student Recruitment - Final Report.pdf (15 pages)

### 9.4. 2023-2024 Internal Audit Plan

Discussion Chloe Main

-  BOM-AC-2022-22.1 UHI Shetland Internal Audit Plan 2023-2024 060723.pdf (18 pages)
- 

## Risk Management

---

## 17:07 - 17:17 **10. Risk 6 - Governance Risk**

10 min

Discussion Matt Sierocinski King

-  BOM-AC-2022-23 Risk 6 Governance (July 2023).pdf (9 pages)
- 

## 17:17 - 17:27 **11. Risk 13 - Emission Reduction/Net Zero**

10 min

Discussion Jane Lewis

Presentation to follow 24

---

## 17:27 - 17:37 **12. Risk 8 - College Estate Not Fit For Purpose**

10 min

Discussion Gemma MacGregor

-  BOM-AC-2022-25 Risk Register 8 - College Estate Not Fit For Purpose.pdf (9 pages)
-

**17:37 - 17:42 13. Update on any changes to the Risk Register as a whole**

5 min

*Information Jane Lewis*

 BOM-AC-2022-26.0 Risk Register Synopsis - July 2023.pdf (2 pages)

 BOM-AC-2022-26.1 Risk Register Synopsis July 2023.pdf (30 pages)

---

## Other Items

---

**17:42 - 17:47 14. Assignment to Regional Strategic Body**

5 min

*Information Matt Sierocinski King*

Verbal

---

**17:47 - 17:48 15. \*Health and Safety Committee Minutes**

1 min

*Information Jane Lewis*

None

---

## Closing Items

---

**17:48 - 17:53 16. Any Other Business**

5 min

*Information Lauren Doughton*

---

**17:53 - 17:54 17. Date of Next Meetings**

1 min

*Information Lauren Doughton*

Audit Committee - 13th September 2023 at 16:30