

Board of Management Audit Committee

Date of Meeting	Wednesday 24 May 2017
Paper No.	AC4-G
Agenda Item	10
Subject of Paper	Internal Audit Progress Report
FOISA Status	Disclosable
Primary Contact	David Archibald/Stuart Inglis, Henderson Loggie
Date of production	17 May 2017
Action	For Discussion

1. Recommendations

The Committee is asked to note the attached Internal Audit Progress Report.



City of Glasgow College

**Internal Audit Progress Report
2016/17 Annual Plan**

24 May 2017

Progress with the annual plan for 2016/17, which was issued as a 2nd draft for management comment on 6 April 2017, is shown below.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
ANA and Strategic Plan	8 March 2017	Draft 20/02/17 2 nd Draft 01/03/17 Final 21/03/17	2017/01	N/A	08/03/17	
Internal Audit Annual Plan 2016/17		Draft 30/03/17 2 nd Draft 06/04/17 Final	2017/02	N/A		
Curriculum Planning	13 September 2017					A start date for fieldwork of 5 June 2017 has been agreed.
Student Admissions / MIS (Business Process Review)	13 September 2017					A start date for fieldwork of 22 May 2017 has been agreed.
Procurement & Creditors/Purchasing	24 May 2017	Draft 11/05/17 Final 17/05/17	2017/03	Satisfactory	24/05/17	
Corporate Planning	24 May 2017					This review has been deferred at the request of College management. Fieldwork is now proposed for late June / early July 2017.
Planned Maintenance	13 September 2017					A provisional start date for fieldwork of 28 June 2017 has been proposed.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
Budgetary Control	13 September 2017					A provisional start date for fieldwork of 19 June 2017 has been proposed.
IT Network Arrangements / Security	13 September 2017					Fieldwork started during the week commencing 15 May 2017.
Student Welfare / Duty of Care	13 September 2017					A provisional start date for fieldwork of 12 June 2017 has been proposed.
Follow-up reviews	13 September 2017					A provisional start date for fieldwork of 7 August 2017 has been proposed.
Credits Audit	November 2017					A provisional start date for fieldwork of 18 September 2017 has been proposed.

Gradings are defined as follows:

Good	System meets control objectives.
Satisfactory	System meets control objectives with some weaknesses present.
Requires improvement	System has weaknesses that could prevent it achieving control objectives.
Unacceptable	System cannot meet control objectives.