

Board of Management Audit Committee

Date of Meeting	Wednesday 16 May 2018
Paper No.	AC4-H
Agenda Item	9
Subject of Paper	Internal Audit Progress Report
FOISA Status	Disclosable
Primary Contact	David Archibald, Henderson Loggie
Date of production	10 May 2018
Action	For Discussion

1. Recommendations

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



City of Glasgow College

**Internal Audit Progress Report
2017/18 Annual Plan**

16 May 2018

Progress with the annual plan for 2017/18, which was finalised in February 2018, is shown below.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
Internal Audit Annual Plan 2017/18	N/A	Draft 26/10/17 Final 15/02/18	2018/01	N/A	N/A	
Quality Assurance and Improvement	September 2018					Provisional timing for fieldwork is June 2018.
Learning Support – Access and Inclusion Strategy	September 2018					Provisional timing for fieldwork is June 2018.
Student Engagement / Students' Association	16/05/18	Draft 11/04/18 Final 08/05/18	2018/03	Good	16/05/18	
Teaching Staff Utilisation / Timetabling	21/02/18	Draft 09/02/18 Final 15/02/18	2018/02	Satisfactory	21/02/18	
Infrastructure Contract Management / Help Desk	September 2018					Fieldwork commenced on this review on 07/05/18
Business Development / International Activities	16/05/18	Draft 01/05/18 Final 08/05/18	2018/04	Satisfactory	16/05/18	

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
Business Continuity	September 2018					An external review of Business Continuity has recently been undertaken by Ashton Resilience for the College's insurers UMAL (via the Infrastructure team). Therefore, the timing and scope of this exercise will require to be revisited and considered by the Audit Committee.
Data Protection / Freedom of Information	16/05/18	Draft 01/05/18 Final 10/05/18	2018/05	Satisfactory	16/05/18	
Follow-up reviews	September 2018					
Credits Audit	November 2018					

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.