

## Board of Management Audit Committee

<b>Date of Meeting</b>	<b>Wednesday 15 May 2019</b>
<b>Paper No.</b>	<b>AC5-I</b>
<b>Agenda Item</b>	<b>9</b>
<b>Subject of Paper</b>	<b>Internal Audit Progress Report</b>
<b>FOISA Status</b>	<b>Disclosable</b>
<b>Primary Contact</b>	<b>David Archibald/Stuart Inglis, Henderson Loggie</b>
<b>Date of production</b>	<b>8 May 2019</b>
<b>Action</b>	<b>For Discussion/Decision</b>

### 1. Recommendations

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



**City of Glasgow College**

**Internal Audit Progress Report  
2018/19 Annual Plan**

**15 May 2019**

Progress with the annual plan for 2018/19, which was finalised in November 2018, is shown below.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
Internal Audit Annual Plan 2018/19	September 2018	Draft 05/09/18 2 <sup>nd</sup> Draft 06/11/18 Final 23/11/18	2019/01	N/A	12/09/18 14/11/18	
Health and Safety	May 2019	Draft 17/04/19 Final 06/05/19	2019/04	Requires Improvement	15/05/19	
Quality Assurance and Improvement	September 2019					Proposed start date for fieldwork 27/05/19
Libraries and Learning Technologies	May 2019	Draft 17/04/19 Final 08/05/19	2019/03	Satisfactory	15/05/19	
Student Recruitment Targets	May 2019					Fieldwork commenced 22/03/19. Draft report to be issued for management comment.
Staff Recruitment and Retention	September 2019					Proposed start date for fieldwork 22/07/19
Staff / Organisational Development	September 2019					Proposed start date for fieldwork 10/06/19. This was delayed from the original planned date at the request of College management and Data Protection brought forward in its place.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit Committee	Comments
Student Fees	September 2019					Agreed start date for fieldwork 13/05/19
Innovation and Research	May 2019	Draft 25/04/19 Final 07/05/19	2019/05	Good	15/05/19	
Business Continuity	November 2019					Proposed start date for fieldwork 14/08/19
Data Protection	May 2019	Draft 22/04/19 Final 08/05/19	2019/02	Requires Improvement	15/05/19	This was brought forward at the request of College management.
Systems Development / Implementation	September 2019					Proposed start date for fieldwork 28/05/19
Credits Audit	November 2019					Proposed start date for fieldwork 16/09/19
Follow-Up Reviews	November 2019					Proposed start date for fieldwork 23/09/19