

Board of Management Audit & Assurance Committee

Date of Meeting	Tuesday 11 June 2024
Paper No.	AAC4-K
Agenda Item	5.5
Subject of Paper	Internal Audit Progress Report
FOISA Status	Disclosable
Primary Contact	Stuart Inglis, Henderson Loggie
Date of production	3 June 2024
Action	For Discussion/Decision

1. Recommendations

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

City of Glasgow College

Internal Audit Progress Report

Audit and Assurance Committee – 11 June 2024

Issued: 3 June 2024



Internal Audit Progress Report June 2024

Progress in delivering the annual plan for 2023/24 is shown below.

Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit and Assurance Committee	Comments
Annual Plan 2023/24	September 2023	Draft 24/08/23 2 nd Draft 31/08/23 Final 13/09/23	2024/01	N/A	12/09/23	
Quality Assurance and Improvement	March 2024	Draft 20/02/24 Final 06/03/24	2024/06	Good	14/03/24	
Libraries and Learning Technologies (L&T Academy)	March 2024	Draft 29/01/24 Final 13/02/24	2024/02	Good	14/03/24	
Teaching Staff Utilisation / Timetabling / Space Management BPR	May 2024	Draft 07/05/24 Final 09/05/24	2024/09	N/A see comments	11/06/24	The review identified five areas for investigation or improvement and all the identified actions are designed to enhance efficiency and effectiveness. No issues were identified during our review which would subject the College to material or significant risk.
Payroll	May 2024	Draft 01/03/24 2 nd Draft 08/03/24 Final 11/03/24	2024/07	Good	14/03/24	



Audit Area	Planned reporting date	Report status	Report Number	Overall Conclusion	Audit and Assurance Committee	Comments
Leadership Organisation	September 2024					Fieldwork in progress, started 20/05/24
Cleaning Management	September 2024					Fieldwork in progress, started 03/06/24
Student Fees	September 2024					Fieldwork agreed for w/c 08/07/24
Business Engagement incl. Skills Academies	March 2024	Draft 22/02/24 Final 26/02/24	2024/05	Good	14/03/24	
Project Management	September 2024					Fieldwork agreed for w/c 24/06/24
Severance Schemes	March 2024	Draft 04/03/24 2 nd Draft 07/03/24 Final 08/03/24	2024/03	Good	14/03/24	
IT Network Arrangements / Security	May 2024	Draft 02/04/24 Final 23/04/24	2024/08	Satisfactory	11/06/24	
Follow-Up Reviews	September 2024					Fieldwork agreed for w/c 01/07/24
Credits Audit	December 2024					Fieldwork agreed for w/c 16/09/24
Student Support Funds Audit	December 2024					Fieldwork agreed for w/c 09/09/24



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.



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