

Minutes

- Meeting:** Audit and Risk Committee
- Date:** 10 August 2023
- Time:** 1.30 pm
- Venue:** Room 1.12, Compass House
- Present:** Bill Maxwell, Convener
Rona Fraser
Ronnie Johnson
Maria McGill
Paul Gray
- In Attendance:** Doug Moodie, Chair
Audrey Cowie, Board Member
Sandra Campbell, Board Member
Charlotte Armitage, Board Member
Nagat Ahmed, Board Member
Jenny Trott, Board Member
Ed McGrachan, Board Member
Edith MacIntosh, Executive Director of Strategy and Improvement (EDoSI)
Jackie Mackenzie, Executive Director of Corporate and Customer Services (EDoCCS)
Kenny Dick, Head of Finance and Corporate Governance (HoFCG)
Gillian Berry, Accounting and Procurement Manager (APM)
Anne Campbell, Executive Support Officer (ESO)
- Apologies:** Jackie Irvine, Chief Executive (CE)
Gordon Mackie, Executive Director of IT and Digital Transformation (EDoIDT)
Kevin Mitchell, Executive Director of Scrutiny and Assurance (EDoSA)
Claire Brown, Executive Support Officer

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Item**Action****1.0 WELCOME**

The Convener welcomed everyone to the meeting and confirmed that the additional meeting of the Audit and Risk Committee was to fully scrutinise the annual report and accounts.

2.0 APOLOGIES FOR ABSENCE

Apologies, as listed above were noted.

3.0 DECLARATION OF INTEREST

There was no declaration of interest. However, E McGrachan, Board Member brought to the Committee's attention that he was Chair of Glasgow College's Audit and Assurance Committee. The Committee noted and confirmed that there was no conflict.

4.0 EXTERNAL AUDIT PROGRESS ON THE AUDIT OF FINANCIAL STATEMENTS

The Head of Finance and Corporate Governance highlighted that this was the first year with Deloitte LLP as the Care Inspectorate's External Auditors. The Committee noted the following points:

- That the accounts would be submitted to the External Auditors on 11 August 2023.
- That the audit fieldwork would commence on 14 August 2023 and that the Convener would be interviewed as part of that process.
- That at the Committee's meeting to be held on 28 September 2023, the External Auditors output would be provided.

**5.0 DRAFT ANNUAL REPORT AND ACCOUNTS
REPORT NO: ARC-13-2023/24**

The Head of Finance and Corporate Governance introduced the Draft Annual Report and Accounts and the Convener guided the Committee through each section in detail.

The Committee:

- Fully discussed, provided feedback and recommended amendments.
- Noted that it would be provided with a final draft at its meeting to be held on 28 September 2023 for approval to submit to the Board.
- Thanked all involved for their work.

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**6.0 DRAFT AUDIT AND RISK COMMITTEE ANNUAL REPORT TO THE BOARD 2022/23
REPORT NO: ARC-14-2023/24**

The Convener presented the report which provided the Committee with a second draft of the Audit and Risk Committee's Annual Report to the Board.

The Committee:

- Considered, provided comment and amendment to its report to the Board.
- Noted that this would be submitted to its meeting to be held on 28 September 2023 for approval to submit to the meeting of the Board to be held on 9 November 2023.

7.0 SCHEDULE OF BUSINESS 2023/24

The Committee noted the Schedule of Business 2023/24.

8.0 AOCB

There was not any other competent business raised.

9.0 DATE OF NEXT MEETING

The date of the next Audit and Risk Committee meeting was noted as 28 September 2023, at 10.30 am, Compass House, Dundee.

Signed:

Bill Maxwell, Convener

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