

West College Scotland
Audit & Risk Committee

Minute of Meeting held on Wednesday 27 May 2026 at 4pm, via Teams

Present: A Barron R Leitch [RL] (Chair) B Logan [BL], Cooptee J Russell [JR]	In	Attendance: C Brown (Azets) Anne Campbell, Principal [AC] Ava Campbell, Azets (AvaC) N Connelly, Vice Principal Operations [NC] M Doyle, Director of Finance & Estates [MD] P Ferguson, SOFT Programme Lead (Part) [PF] S McCready, WBG, (Int Auditor) [SMcC] S McDonald, Governance Manager [SM] (Minutes)
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AR898	Welcome & Apologies Apologies were noted from T Dillon. The Chair welcomed everyone to the meeting and introduced Ava Campbell from Azets and Scott McCready from WBG, who were joining their first meeting.
AR899	Declaration of Interests The standing declarations of interests of members, as available on the Register of Interests on the College website, were noted as current.
AR900	Minute of Meeting held on 11 March 2026 The minute of the meeting held on 11 March 2026 was approved as an accurate record of discussions.
AR901	Actions from the Minute and other Matters Arising The Committee noted the updated paper on the actions since the last meeting and agreed that all completed actions could now be removed.
AR903	Committee and Internal Auditors Effectiveness Review Committee members considered the report provided. The Chair thanked Members for their time in completing the surveys and attending one-to-one meetings. There were no major issues or concerns raised on the work of the Committee. The Chair noted the review of the Internal Auditors confirmed satisfaction with their performance and effectiveness. Again, no issues were raised in this area and the Committee congratulated WBG on the work undertaken.

	The Committee approved satisfaction with the effectiveness and operation of the Committee and of the Internal Auditors.
AR904	Policies: Public once Approved Having taken the policies distributed as read, the following was noted: 1. Fee Policy 2026/2027 MD advised this was an annual policy covering tuition fees and funding criteria. He noted an anomaly on one figure in the appendices that would be corrected before publishing. 2. Declaration & Management of Interests (Board & Staff) MD noted that this policy had been revised to combine declaration and management of interests for both board members and staff. 3. Anti-Fraud, Bribery & Corruption MD advised that this policy had been reviewed and combined replacing the previous Anti-Fraud and Anti-Bribery policies. MD advised that a new central way of recording Equality Impact Assessments was now in place and that this would be reflected in all Policies. Governance Manager to check if there is any guidance on consistency of policies for the sector. Action: SM A question was raised on how policies are shared internally. It was noted that policies were available on a portal within the College intranet. Allstaff emails were also issued when any new or revised policy or procedure was added. The Committee noting the well-written and presented policies, approved the three noted above and recommend them to the Board for final approval.
AR915	Schedule of Business The Committee noted the proposed future Schedule of Business that would be submitted to each meeting for review and update if required.
AR916	AOCB The Chair noted the number of items on the agenda and the amount of work being undertaken. He noted the good progress on SOFT and congratulated the team on the savings being materialised. He also noted the great audit reports provided. The Committee welcomes the suggested session on Risk for Board Members.
AR917	Date of Next Meeting The dates of the meetings for 2026/2027 were noted. Wednesday 23 September 2026

	Tuesday 1 December 2026 (joint with CDC) Wednesday 2 March 2027 Wednesday 26 May 2027
AR918	Papers uploaded to the Committee Teams Channel for information The following reports were uploaded to the Committee Teams Channel for Members' further information: Compliance Report (May 2026)

approved