

**Minutes of the Audit committee
held at 12.30pm on Friday 24th May 2019
at the Lorne Street, Lochgilphead campus**

Present: Lesley McInnes (LMcI) Chair, by VC, Ken Jones (KJ), Amber Crowley (AC), Tony Dalgaty (TD)
Apologies: Gillian McCready (GMcC), Ailsa Close (AEC), Laura Hogg (LH)(Hisa Depute)
In Attendance: Martin Jones (MJ), Vicky Daveney (VD)(Secretary)

No	Item	Action
19.2.1	Welcome The chair welcomed members to the committee meeting.	
19.2.2	Apologies & declarations of interest. Apologies were received from Gillian McCready, Ailsa Close and Laura Hogg.	
19.2.3	Minutes of Audit Committee meeting held on 1st March 2019 were approved. The minutes to be signed by Chair as an accurate record of the meeting.	VD/LMcI
19.2.4	Matters arising Update on funding for Helensburgh – MJ explained that this is ongoing AEC and MJ in discussions with the council and awaiting the council's response. They have established the principle that Helensburgh is still in proof of concept. The expected outcome is a 5 year lease - 2 years peppercorn rate followed by a suitable commercial rate. LMcI asked whether the council intend to take it to committee or via the officer route. MJ understood that it could be signed off by an Officer rather than committee. Once clarity received from council AEC to go back to UHI and ask for release of funds. The committee asked what plan B is if UHI do not release funds. MJ and AEC have been in talks with the Drumfork Centre to use their facilities to teach Naval students. Concern was expressed that as UHI have not released funds yet, the college is out of pocket for what has already been delivered.	
19.2.5	Risk Register MJ stated that the new format is easier to update, reports are good, easier for cross principal discussion, it is a more interactive document and overall money well spent centrally. Nursery - LMcI asked about the status of the nursery. MJ explained that it is much improved, processes have been put in place and the last inspection was much better. The manager, seconded from the council, has been positive. The committee discussed the nursery further.	
19.2.6	Review of Code of Good Governance MJ wanted to remind the committee of the importance of knowing what is expected of it and suggested that a timetable is put in place for revising each	

	section of the Code of Good Governance, to ensure compliance.	
19.2.7	<p>AOCB Evaluation of tender for Internal Audit services Audit committee to consider who will be involved in the evaluation of tenders between 3rd-7th June, with a view to awarding the tender by 7th June.</p> <p>Dunoon Library – TD asked whether this option was still being discussed. MJ explained that the decision had been taken not to pursue this option as it wouldn't provide much more space than the existing building, there is not scope for expansion due to being surrounded by a flood plain and raised window level not suitable for offices or classrooms.</p>	
19.2.8	Date of next meeting – Friday 30 th August 2019 at Lorne Street Centre, Lochgilphead	
	<p>Signed by</p> <p>..... Date</p> <p>Chair of Audit Committee</p>	