

**Meeting of the Audit and Risk Committee
to be held on Tuesday 02 December 2025 at 4.00pm
by Hybrid Attendance at Kilmarnock Campus and via Microsoft Teams**

AGENDA

- 1. Meeting with External and Internal Auditors (6) without staff members (except BGA)**
2. Welcome and Declarations of Interest (at 4:10pm)
3. Apologies
4. Minute of the meeting held on 16 September 2025
 - ARC Action & Decision Tracker
5. Matters arising

Paper 1 (C/P)
Paper 1A (P)

Part A – For discussion, decision and approval

6. 2024-25 Freedom of Information Annual Report (7 / 9)
7. 2024-25 Complaints Annual Report (7 / 9)

Paper 2 (P) SR

Paper 3 (P) SR

Internal Audit

8. Internal Audit Reports (2 / 10):
 - External Communications – Website
 - Student Voice
9. Internal Audit Progress Report (6)

Paper 4 (P) SA
Paper 5 (P) SA

Paper 6 (P) SA

Part B – Regular monitoring & reporting

10. No papers

Part C - Risk Management & Assurance

11. Cyber Incident Response Plan (1 /18)
12. Assurance Map (3 / 4)
13. Strategic Risk & Opportunities Register (15)

Paper 7 (R) BJ

Paper 8 (R) ARI

Paper 9 (R) ARI

Moved from Part A - For discussion, decision and approval – with External Auditor not present

14. Review of effectiveness of the External Auditor (6)

Paper 10 (R) ARI

Part D – For information/AOB

15. AOB

Date of Next Meeting – Tuesday 17 March 2026 at 4.00pm, Ayr Campus.

(C/P) Confirmed minutes will be published;

(P) Papers will be published on the College website;

(R) Papers will not be published for reasons of commercial sensitivity or for reasons of personal data confidentiality