

---

## Audit and Assurance Committee

Date of Meeting	Tuesday 31 May 2022
Paper Title	Certificate of Assurance
Agenda Item	14
Paper Number	AAC4-I
Responsible Officer	Martin Boyle, Executive Director
Status	Disclosable
Action	For noting

### 1. Executive Summary

- 1.1** As Accountable Officer for the Glasgow college region, the GCRB Executive Director is required to provide assurances to the Principal Accountable Officer of the Scottish Parliament to enable completion of the governance statement as part of the Scottish Government consolidated accounts for 2020-2021. In turn, the Principals, as Chief Officer of each Glasgow college is required to provide assurances to GCRB.
- 1.2** Certificates of Assurances, and related processes, were concluded and submitted to Scottish Funding Council on 3 March 2022, prior to the final deadline. The completed Certificates are provided for committee's information.

### 2. Recommendations

- 2.1** Committee is invited to **note** the Glasgow college region Certificates of Assurances and their submission to Scottish Funding Council

**3. Risk and Compliance Analysis**

**3.1** Completion of this process is a required compliance process to ensure that internal process matters are working effectively, and reporting is managed appropriately.

**4. Financial and Resource Analysis**

**4.1** No additional financial and resource implications at this time.

**5. Equalities Implications**

**5.1** No additional equalities implications at this time.

**6. Learner Implications**

**6.1** No additional learner implications at this time.

**Annex A**

**Certificate of Assurance  
to the Accountable Officer of  
The Scottish Funding Council  
April 2021 – March 2022**

I am aware that as Accountable Officer you are required to provide assurance to the Principal Accountable Officer of the Scottish Government to enable her to sign a governance statement as part of the Scottish Government consolidated accounts for 2021-22.

To assist in that process, I can confirm that I have undertaken a review of the internal control arrangements in the assigned incorporated colleges and obtained required assurances.

Based on that review, and my own knowledge of the internal control matters in the assigned incorporated colleges:

I can confirm that these controls have been, and are, working well. There are in my opinion no significant matters arising in the assigned incorporated colleges which would require to be raised specifically in the governance statement.

**Or**

~~I would draw your attention to the following matter(s) which should be considered in the preparation of the governance statement.~~

<p>I can confirm that these controls have been, and are, working well. There are in my opinion no significant matters arising in the assigned incorporated colleges which would require to be raised specifically in the governance statement.</p>
--

Apart from the above, I can confirm that controls in the assigned incorporated colleges have been and are working well. There are, in my opinion, no other significant matters arising which would require to be raised specifically in the governance statement.

Name: Martin Boyle

Job Title: Executive Director, Glasgow Colleges' Regional Board

Date: 03/05/2022

**Certificate of Assurance  
to the Chief Officer  
April 2021 – March 2022**

I am aware that as Chief Officer you are required to provide assurance to the Accountable Officer of the Scottish Further and Higher Education Funding Council to enable her to provide assurance to the Principal Accountable Officer of the Scottish Government to sign a governance statement as part of the Scottish Government consolidated accounts for 2021-22.

To assist in that process, I can confirm that I have undertaken a review of the internal control arrangements in my college and obtained required assurances.

Based on that review, and my own knowledge of the internal control matters in my college:

I can confirm that these controls have been, and are, working well. There are in my opinion no significant matters arising in the college which would require to be raised specifically in the governance statement.

**Or**

~~I would draw your attention to the following matter(s) which should be considered in the preparation of the governance statement.~~

The following matters are for context only and I do not consider them to be significant in this context.

For item 7 – In relation to managers and their objectives, the Strategic Plan has been produced however it has not yet been published across the College teams and therefore objectives have yet to be cascaded throughout the organization. Also, the process in the College is a Personal Development Planning process for managers based on a two way communications process rather than specifically around the setting of performance objectives.

For items 1,4,5,10 - The overall financial sustainability of the College has been regularly discussed at the management and Board level in the College during the year. There have been financial impacts as a result of the pandemic and the College has taken steps to reduce costs as far as possible to offset the impact of resultant lost income. The College is preparing an updated 5 year financial plan and plans will require future cost reductions in order to offset any level of unfunded

staff pay awards during the plan period to enable the College to maintain financial sustainability.

Apart from the above, I can confirm that controls in the college have been and are working well. There are, in my opinion, no other significant matters arising which would require to be raised specifically in the governance statement.

Name: **Jon Vincent**

A handwritten signature in black ink, appearing to be 'Jon Vincent', written in a cursive style.

Job Title: **Principal and Chief Executive**

Date: **29 April 2022**

**Certificate of Assurance  
to the Chief Officer  
April 2021 – March 2022**

I am aware that as Chief Officer you are required to provide assurance to the Accountable Officer of the Scottish Further and Higher Education Funding Council to enable her to provide assurance to the Principal Accountable Officer of the Scottish Government to sign a governance statement as part of the Scottish Government consolidated accounts for 2021-22.

To assist in that process, I can confirm that I have undertaken a review of the internal control arrangements in my college and obtained required assurances.

Based on that review, and my own knowledge of the internal control matters in my college:

I can confirm that these controls have been, and are, working well. There are in my opinion no significant matters arising in the college which would require to be raised specifically in the governance statement.

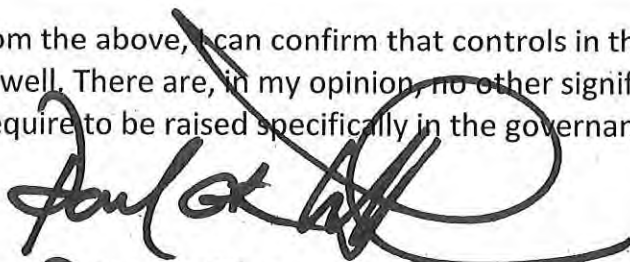
**Or**

I would draw your attention to the following matter(s) which should be considered in the preparation of the governance statement.

PLEASE COMPLETE

Apart from the above, I can confirm that controls in the college have been and are working well. There are, in my opinion, no other significant matters arising which would require to be raised specifically in the governance statement.

Name:



Job Title:

PRINCIPAL & CEO

Date:

12-04-22

**Certificate of Assurance  
to the Chief Officer  
April 2021 – March 2022**

I am aware that as Chief Officer you are required to provide assurance to the Accountable Officer of the Scottish Further and Higher Education Funding Council to enable her to provide assurance to the Principal Accountable Officer of the Scottish Government to sign a governance statement as part of the Scottish Government consolidated accounts for 2021-22.

To assist in that process, I can confirm that I have undertaken a review of the internal control arrangements in my college and obtained required assurances.

Based on that review, and my own knowledge of the internal control matters in my college:

I can confirm that these controls have been, and are, working well. There are in my opinion no significant matters arising in the college which would require to be raised specifically in the governance statement.

~~Or~~

~~I would draw your attention to the following matter(s) which should be considered in the preparation of the governance statement.~~

PLEASE COMPLETE

Nil

~~Apart from the above,~~ I can confirm that controls in the college have been and are working well. There are, in my opinion, no other significant matters arising which would require to be raised specifically in the governance statement.

Name: Derek Smeall

Job Title: Principal & Chief Executive

Date: 26 April 2022