Board of Management

7th June 2022

Review of College Policies

DATE:	May 2022
AGENDA REF:	24-22
TITLE OF REPORT:	**Review of Policies**
AUTHOR AND CONTACT DETAILS	Keith McAllister keith.mcallister@slc.ac.uk
PURPOSE:	To present updated policies as approved by the Audit & Risk Committee for review and approval by the Board.
KEY RECOMMENDATIONS/ DECISIONS:	That the Board approve the attached revised policies.
RISK	Polices can be either out of date or even not exist which may result in a loss of assets and / or a lack of good governance. Staff do not have appropriate guidance, leading to audit error or insufficient control.
RELEVANT STRATEGIC AIM:	☐ Highest quality education and support. ☐ Sustainable behaviours.

SUMMARY OF REPORT:	The College has revised its Financial Regulations, with these being considered and approved by both the Senior Leadership Team and the Finance and Resources Committee of the Board of Management. The Financial Regulations will be considered at the June 2022 Board of Management meeting. The College is undertaking a comprehensive review of a range of policies and procedures, refreshing and updating them, with a timetable that will see policies being considered by the appropriate Standing Committee prior to approval by the Board of Management. The College will also consult recognised Trades Unions as part of the review process. The three draft policies attached are: • **Gifts and Hospitality** – an update of an existing policy; • **Anti-Bribery** – an update of an existing policy; • **Free Issues and Donated Goods** – this is a new policy Also attached is a **Declaration of Interests Form**, which all members of the College Leadership Team will sign annually.