

AUDIT COMMITTEE MEETING
MACCLESFIELD COLLEGE
TUESDAY 17 MARCH 2026 – 9:30AM
ELT MEETING ROOM/TEAMS

Clerk: Ms S Gardiner

Director of Finance to join the meeting once the Committee has ascertained whether there are any matters that the internal auditor wishes to pass to the Committee, whilst no College staff are in the room.

The Internal and External Auditors confirmed that there were no matters to pass to the Committee from their perspective.

Attendance	M Wright (Chair), P Hunter, G Bristow, K Macrae, N Hodgkinson
Attendance Non-Committee Members	Internal Auditor Validera – Daniel Hassan A Farrar –Director of Finance
Apologies	I Lees

MINUTES

Item Title

1. Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting. Apologies were received from I Lees.

All papers referred to herein had been uploaded to Decisions one week prior to the meeting.

2. Declaration of Members' Interest

There were no declarations of Members' interest.

3. Minutes and Matters Arising

The minutes from the meeting held on 11 November 2025 were approved as an accurate record. The Director of Governance confirmed that all actions from 11 November 2025 meeting had been completed.

4. **Fraud, GDPR and RIDDOR Reportable Incidents**

AF shared the Data Breach Register and confirmed that all incidents for 2024/25 have been closed. AF confirmed that the breaches were minor, use of incorrect email address for example. A Member wished to comment of the reduction of incidents and praised the IT team for the robust staff training which has clearly had a significant impact.

5. **Internal Audit Update**

DH provided an update of the internal audit plan and noted the following:

- Payroll and Expenses – initial report completed, good audit, awaiting final comments from MC.
- Risk Management – audit brief issued, expected completion April 2026.
- Financial Controls – audit brief issued, expected completion April 2026.
- Cyber Security – audit brief issued, expected completion May 2026.
- Student Records – audit brief issued, expected completion June 2026.

DH advised that the Health and Safety Management audit had been postponed, due to the Director of Estates leaving his position in March 2026. DH put to the Audit Committee that this audit be carried out later in the year. Following a discussion with the Committee, the decision was made not to delay the H&S audit, to ensure that all audits were completed by the next meeting in June 2026 and prior to the proposed merger date.

6. **Internal Audit Recommendation Tracker**

AF presented the Audit Recommendation Tracker and confirmed that all outstanding recommendations are on track and will be complete in readiness for the June 2026 meeting.

7. **Risk Management**

AF presented the Risk Register and confirmed that Risk 1 has been decreased to 4 as the financial health of the College remains Good. AF advised that an additional risk had been included in the register, detailing the impact of any delays or deferments of the proposed merger. The Chair added that there was a separate, more detailed risk register for the merger process, which breaks down the risks. AF commented that the workstream meetings are continuing and all legal and financial due diligence had now been completed.

CHALLENGE: A Member queried whether the Committee should consider the fallout of the recent conflict and whether we need to assess the risk of fuel prices etc. The Chair of the Committee commented that any impact of the conflict, including the effect on staff and students' mental health, would be considered at Board level. The Chair confirmed that he would raise this point with the Principal to clarify what strategies are in place.

8. **Date and Time of Next Meeting**

The next Audit Committee Meeting will take place on Tuesday 16 June 2026 at 9:30am.