

Audit and Risk Assurance Committee

The 87th meeting of the Audit and Risk Assurance Committee will take place as follows:

Date: Wednesday 9 November 2022

Time: 2pm

Venue: Videoconference

Members: Sue Gallone (Chair)
Julie Parker
David Stirling
Kathryn Foreman
Heeral Davda

Enquiries: Ewan Shears, Secretary to the Committee
ewan.shears@hcpc-uk.org

Agenda

1. **Chairs welcome and introduction** verbal
2. **Apologies for absence** verbal
3. **Approval of agenda** verbal
4. **Declaration of members' interests** verbal
5. **Minutes of the Audit Committee meeting 14 September 2022** enclosure 1
For approval
ARAC 48/22
Ewan Shears – Secretary to the Committee
6. **Matters arising** enclosure 2
To note
ARAC 49/22
Ewan Shears – Secretary to the Committee

Papers for discussion/decision

7. **Strategic Risk Register** enclosure 3
For discussion
ARAC 50/22
Claire Amor, Head of Governance
8. **Annual Report and Accounts update** verbal
For discussion
Alastair Bridges, Executive Director of Resources and Business Performance
Claire Amor, Head of Governance
9. **External Audit update** verbal
For discussion
Haysmacintyre
NAO
10. Papers from the HCPC's Internal Auditors, BDO LLP as follows;
 - I. **Cyber Security and Business Continuity** enclosure 4
For discussion
ARAC 51/22
 - II. **Registrant Forecasting** enclosure 5
For discussion
ARAC 52/22
 - III. **Internal Audit Plan 2022-23 progress update** enclosure 6
To note
ARAC 53/22

- | | |
|--|---------------------------|
| IV. Internal Audit Charter
For approval | enclosure 7
ARAC 54/22 |
| 11. Investment Policy Review
For recommendation to Council
Alan Keshtmand, Head of Finance
Coleman Lee, Financial Controller | enclosure 8
ARAC 55/22 |

To note

- | | |
|--|----------------------------|
| 12. Internal audit recommendations tracker
Ewan Shears, Secretary to the Committee | enclosure 9
ARAC 56/22 |
| 13. Committee forward work plan
Ewan Shears, Secretary to the Committee | enclosure 10
ARAC 57/22 |
| 14. Any other business
Previously notified and agreed by the Chair | verbal |
| 15. Date & time of next meeting:
Wednesday 15 March 2023, 1:30pm | verbal |

Private agenda

16. Resolution

The Committee is invited to adopt one or more of the following:

'The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to one or more of the following;

- (a) information relating to a registrant, former registrant or applicant for registration;
- (b) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (c) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (f) action being taken to prevent or detect crime or to prosecute offenders;
- (g) the source of information given to the Committee in confidence; or
- (h) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions.'

Item	Reason for Exclusion
17	H
18	H
19	H
20	H, C
21	H

17. **Private minutes of the Audit and Risk Assurance Committee meeting of 12 October 2022** enclosure 11
 For approval ARAC 58/22
 Ewan Shears – Secretary to the Committee
18. **Private Matters arising** enclosure 12
 To note ARAC 59/22
 Ewan Shears – Secretary to the Committee
19. **Unified Assurance Report** enclosure 13
 For discussion ARAC 60/22
 Roy Dunn, CIRSO
 Anna Raftery, QA Lead
20. **External Audit Procurement - update** verbal
 To note
 Alastair Bridges, Executive Director of Resources and Business Performance
21. **Internal Auditor Performance Review** enclosure 14
 For discussion ARAC 61/22
 Benedict Newman, Quality Assurance Manager
22. **Any other business** verbal
 Previously notified and agreed by the Chair