

## Audit and Risk Assurance Committee

The 85<sup>th</sup> meeting of the Audit and Risk Assurance Committee will take place as follows:

**Date:** Wednesday 14 September 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](mailto: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 9 June 2022** enclosure 1  
For approval  
ARAC 28/22  
Ewan Shears – Secretary to the Committee
6. **Matters arising** enclosure 2  
To note  
ARAC 29/22  
Ewan Shears – Secretary to the Committee

## Papers for discussion/decision

7. **Strategic Risk Register** enclosure 3  
*Including:*  
ARAC 30/22
  - SR5 – Resources Deep DiveFor discussion  
Claire Amor, Head of Governance  
Alastair Bridges, Executive Director of Resources and Business Performance
8. **Operational Risk Register – annual review** enclosure 4  
For discussion  
ARAC 31/21  
Roy Dunn, Chief Information Security and Risk Officer
9. **Annual report and Accounts 2021-2022 update** verbal  
For discussion  
Alastair Bridges, Executive Director of Resources and Business Performance  
Alan Keshtmand, Head of Finance
10. **External Audit 2021-2022 update** verbal  
For discussion  
Haysmacintyre  
NAO
11. Papers from the HCPC's Internal Auditors, BDO LLP as follows;
  - I. **Internal Audit Plan 2022-23 progress update** enclosure 5  
For approval  
ARAC 32/21

- |     |  |                           |
|-----|--|---------------------------|
| 12. | <b>Annual Review of Feedback and Complaints 2021-22</b><br>For discussion<br>Paul Robson, Service and Complaints Manager | enclosure 6<br>ARAC 33/21 |
|-----|--|---------------------------|

To note

- |     |  |                           |
|-----|--|---------------------------|
| 13. | <b>Internal audit recommendations tracker</b><br>Ewan Shears, Secretary to the Committee | enclosure 7<br>ARAC 34/22 |
| 14. | <b>Committee forward work plan</b><br>Ewan Shears, Secretary to the Committee            | enclosure 8<br>ARAC 35/22 |
| 15. | <b>Any other business</b><br>Previously notified and agreed by the Chair                 | verbal                    |
| 16. | <b>Date &amp; time of next meeting:</b><br>Wednesday 9 November 2022, 1pm                | verbal                    |

Private agenda

17. **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
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18	H
19	H
20	H
21	H, C

18. **Private minutes of the Audit and Risk Assurance Committee meeting of 9 June 2022** enclosure 9  
 For approval ARAC 36/22  
 Ewan Shears – Secretary to the Committee
19. **Private Matters arising** enclosure 10  
 To note ARAC 37/22  
 Ewan Shears – Secretary to the Committee
20. **Unified Assurance Report** enclosure 11  
 For discussion ARAC 38/21  
 Roy Dunn, CIRSO  
 Anna Raftery, QA Lead
21. **External Audit Procurement** enclosure 12  
 For recommendation to Council ARAC 39/21  
 Alastair Bridges, Executive Director of Resources and Business Performance
22. **Any other business** verbal  
 Previously notified and agreed by the Chair