AGENDA

Audit and Risk Assurance Committee

A meeting of the Audit and Risk Assurance Committee will take place as follows:

Date: Wednesday 12 March 2025

Time: 2pm

Venue: Videoconference (Microsoft Teams)

Please contact the Committee Secretary by email to secretariat@hcpc-uk.org if you are unable to attend or in the case of any enquiries.

		Lead	**Format**	**Time**
	Public meeting			
1.	**Welcome and introduction**	Committee Chair	Verbal	2.00
2.	**Apologies for absence**	Committee Secretary	Verbal	
3.	**Approval of agenda** To approve the agenda, including agreement to any change to the order of business at the meeting	Committee Chair	Verbal	
4.	**Declaration of members' interests in relation to agenda items** To disclose any personal interest in any matter under consideration at the meeting, whether or not declared previously	Committee Chair	Verbal	
5.	**Minutes of the Audit and Risk Assurance Committee meeting held in public on 13 November 2024** To approve	Committee Secretary	Paper	2.05
6.	**Matters arising** To note the responses to the actions from the previous meeting(s) held in public	Committee Secretary	Paper	

		Lead	Format	Time
	Risk and assurance			
7.	**Strategic risk register** To discuss	Head of Assurance and Compliance	Paper	2.10
	Internal audit			
8.	**Internal audit reports:** • Environmental sustainability • Data protection • Outreach To discuss	BDO LLP	Paper	2.20
9.	**Draft internal audit annual report and opinion 2024-25** To discuss	BDO LLP	Paper	2.35
10.	**Draft internal audit strategy and plan 2025-26 (including charter and fees)** To approve	BDO LLP	Paper	2.45
11.	**Internal audit recommendations tracker** To note	Improvement and Compliance Specialist	Paper	2.55
	External audit and annual report and accounts			
12.	**External audit planning report (including fees)** To discuss	NAO	Paper	3.00
13.	**Annual report and accounts update** To note the update	Executive Director of Resources	Verbal	3.10
14.	**Review of accounting policies and significant judgments and estimations** To discuss	Financial Controller	Verbal	3.15
	Governance			
15.	**Review of Committee effectiveness** To review and report to the Council	Committee Chair	Paper	3.20
16.	**Review of standing orders** To review and recommend any changes to the Council	Head of Governance	Paper	3.30

		Lead	Format	Time
17.	**Committee forward plan** To note the plan	Committee Secretary	Paper	3.35
18.	**Resolution to move the meeting to private session** To resolve that the remainder of the meeting will be held in private because the matters being discussed relate to matters which, in the opinion of the Chair, are confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions.	Committee Chair	Verbal	3.40

Private meeting

		Lead	Format	Time
19.	**Minutes of the Audit and Risk Assurance Committee meeting held in private on 13 November 2024** To approve	Committee Secretary	Paper	
20.	**Matters arising** To note the responses to the actions from the previous meeting(s) held in private	Committee Secretary	Paper	
21.	**Unified assurance report** To discuss	Head of Assurance and Compliance/ Chief Information Security and Risk Officer	Paper	3.45
22.	**Strategic risk deep dive: regulatory reform** To discuss	Policy Lead	Presentation	3.55
23.	**Any other business** To be notified to and agreed by the Chair	Committee Chair	Verbal	4.20
24.	**Committee reflection** To offer views on the meeting, including what went well and what could be improved and how the HCPC's values have been reflected in discussions and decisions	Committee Chair	Verbal	4.25
25.	**Close** Date and time of next meeting: 11 June 2025 at 2pm	Committee Chair		4.30