

**Audit and Risk Assurance Committee**

**The 79th meeting of the Audit and Risk Assurance Committee will take place as follows:**

**Date:** Friday 11 June 2021

**Time:** 1pm

**Venue:** Videoconference

**Members:** Sue Gallone (Chair)  
Julie Parker  
David Stirling  
Kathryn Foreman  
Pameleta Ricketts

**Enquiries:** Ewan Shears, Secretary to the Committee  
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## 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 of 10 March 2021** enclosure 1  
For approval  
Ewan Shears – Secretary to the Committee ARAC 13/21
6. **Matters arising** enclosure 2  
To note  
Ewan Shears – Secretary to the Committee ARAC 14/21

### Papers for discussion/decision

7. **Strategic Risk Register** enclosure 3  
For discussion  
Claire Amor, Head of Governance  
Roy Dunn, Chief Information Security and Risk Officer ARAC 15/21
8. **External Audit 2020-2021 update** verbal  
For discussion  
Haysmacintryre  
NAO
9. Papers from the HCPC's Internal Auditors, BDO LLP as follows;
  - I. **Internal Audit Report – Payroll** enclosure 4  
For discussion ARAC 16/21
  - II. **Internal Audit review of recommendations 2020-21** enclosure 5  
To note ARAC 17/21
  - III. **Annual Report and Opinion** enclosure 6  
To note ARAC 18/21
  - IV. **Internal Audit Plan 2021-22 progress update** enclosure 7  
To note / discuss ARAC 19/21

10. **Internal Assurance Report** enclosure 8  
*Including:* ARAC 20/21
- *Annual Information Governance report*
- For discussion  
Claire Amor, Head of Governance  
Maxine Noel, Information Governance Manager  
Anna Raftery, QA Lead  
Roy Dunn, Chief Information Security and Risk Officer
11. **Anti-Bribery & Fraud policy annual review** enclosure 9  
To note ARAC 21/21  
Claire Amor, Head of Governance  
Roy Dunn, Chief Information Security and Risk Officer
- To note
12. **Internal audit recommendations tracker** enclosure 10  
Ewan Shears, Secretary to the Committee ARAC 22/21
13. **Committee forward work plan** enclosure 11  
Ewan Shears, Secretary to the Committee ARAC 23/21
14. **Any other business** verbal  
Previously notified and agreed by the Chair
15. **Date & time of next meeting:** verbal  
Wednesday 23 June 2021, 1pm  
Thursday 16 September 2021, 1pm  
Wednesday 10 November 2021. 1pm

### 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	C
20	D

- 17. **Private minutes of the Audit Committee meeting of 10 March 2021.** enclosure 12  
ARAC 24/21  
For approval  
Ewan Shears – Secretary to the Committee
- 18. **Private matters arising of the Audit Committee meeting of 10 March 2021.** enclosure 13  
ARAC 25/21  
To note  
Ewan Shears – Secretary to the Committee
- 19. **Internal Audit performance review** enclosure 14  
ARAC 26/21  
For discussion  
Ewan Shears – Secretary to the Committee
- 20. **Any other business** verbal  
Previously notified and agreed by the Chair
  - **An update**  
Verbal update  
Jo Moore, Executive Director of Corporate Services