The 74th meeting of the Audit Committee will take place as follows:

Date:  Wednesday 10 June 2020

Time:  1pm

Venue:  Videoconference

Members:  Sue Gallone (Chair)
          Eileen Mullan
          Julie Parker
          Gavin Scott

Enquiries:  Ewan Shears, Secretary to the Committee
            020 7840 9710
            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 of 4 March 2020** enclosure 1
   For approval
   Ewan Shears – Secretary to the Committee

6. **Matters arising** enclosure 2
   To note
   Ewan Shears – Secretary to the Committee

   **Papers for discussion/decision**

7. **Annual report financial section** enclosure 3
   For discussion
   Tian Tian – Director of Finance

8. **External Audit 2019-20 update** verbal
   For discussion
   Hays MacIntryre
   NAO

9. Papers from the HCPC’s Internal Auditors, BDO LLP as follows;

   I. **Recommendations follow up** enclosure 4
      For discussion
      AUD 23/20

   II. **Annual Report** enclosure 5
      For discussion
      AUD 24/20

   V. **Internal Audit Plan 2020-21 progress update** enclosure 6
      To note
      AUD 25/20

10. **Internal Assurance Report** enclosure 7
    • **Assurance map 2020**
       For discussion
       Claire Amor, Head of Governance
       Roy Dunn, Chief Information Security and Risk Officer

11. **Annual Information Governance Report 2019-20** enclosure 8
    For discussion
    Maxine Noel, Information Governance Manager

12. **Internal Assurance Report** enclosure 9
    • **Assurance map 2020**
       For discussion
       Claire Amor, Head of Governance
       Roy Dunn, Chief Information Security and Risk Officer
12. **Strategic Risk Register**
   For discussion
   Roy Dunn, Chief Information Security and Risk Officer
   
14. **HCPC Committee review 2020**
   For discussion
   Sue Gallone, Chair
   
**To note**

15. **Internal audit recommendations tracker**
   Ewan Shears, Secretary to the Committee
   
16. **Committee forward work plan**
   Ewan Shears, Secretary to the Committee
   
17. **Any other business**
   Previously notified and agreed by the Chair
   
18. **Date & time of next meeting:**
   Wednesday 9 September 2020, 1pm

**Private agenda**

**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.’
19. **Private minutes of the Audit Committee meeting of 4 March 2020**
   For approval
   Ewan Shears, Secretary to the Committee

20. **Internal Auditor Performance Review**
    For discussion
    Claire Amor, Head of Governance

21. **Any other business**
    Previously notified and agreed by the Chair

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