

## AGENDA

### Audit and Risk Assurance Committee

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

**Date:** Thursday 20 November 2025

**Time:** 2pm

**Venue:** Videoconference (Microsoft Teams)

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

	<b>Lead</b>	<b>Format</b>	<b>Time</b>
<b>Meeting of the Committee members with internal auditors and National Audit Office</b>	Committee Chair		2.00
<b>Public meeting</b>			
1. <b>Welcome and introduction</b>	Committee Chair	Verbal	2.20
2. <b>Apologies for absence</b>	Committee Secretary	Verbal	
3. <b>Approval of agenda</b> To approve the agenda, including agreement to any change to the order of business at the meeting	Committee Chair	Verbal	
4. <b>Declaration of members' interests in relation to agenda items</b> To disclose any personal interest in any matter under consideration at the meeting, whether or not declared previously	Committee Chair	Verbal	
5. <b>Minutes of the Audit and Risk Assurance Committee meeting held in public on 18 September 2025</b> To approve	Committee Secretary	Paper	2.25
6. <b>Matters arising</b> To note the responses to the actions from the previous meeting(s) held in public	Committee Secretary	Paper	

	<b>Lead</b>	<b>Format</b>	<b>Time</b>
<b>Risk and assurance</b>			
7. <b>Strategic risk register</b> To discuss	Head of Assurance and Compliance	Paper	2.30
8. <b>Unified assurance report</b> To discuss	Head of Assurance and Compliance	Paper	2.40
9. <b>Annual feedback and complaints report 2024-25</b> To discuss	Head of Assurance and Compliance	Paper	2.50
10. <b>Review of speaking up (whistleblowing) policy</b> To recommend to the Council	Head of Governance	Paper	3.10
<b>Break 3.20-3.30pm</b>			
<b>Internal audit</b>			
11. <b>Internal audit report:</b> <ul style="list-style-type: none"> <li>• Cyber security</li> <li>• Health and safety</li> </ul> To discuss	BDO LLP	Paper	3.30
12. <b>Internal audit progress report</b> To discuss	BDO LLP	Paper	3.45
13. <b>Internal audit recommendations tracker</b> To note	Improvement and Compliance Specialist	Paper	3.50
<b>Governance</b>			
14. <b>Committee forward plan 2026</b> To note	Committee Secretary	Paper	4.00
15. <b>Resolution to move the meeting to private session</b> 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	

	<b>Lead</b>	<b>Format</b>	<b>Time</b>
<b>Private meeting</b>			
16. <b>Minutes of the Audit and Risk Assurance Committee meeting held in private on 18 September 2025</b> To approve	Committee Secretary	Paper	
17. <b>Matters arising</b> To note the responses to the actions from the previous meeting(s) held in private	Committee Secretary	Paper	
18. <b>Management response letter</b> To discuss	Alastair Bridges, Executive Director of Resources	Paper	4.05
19. <b>External auditor performance review</b> To discuss	Executive Director of Resources	Verbal	4.15
20. <b>Any other business</b> To be notified to and agreed by the Chair	Committee Chair	Verbal	4.20
21. <b>Close</b> Date and time of next meeting: 11 March 2026 at 2pm	Committee Chair		4.25