
Audit and Risk Assurance Committee

The 84th meeting of the Audit and Risk Assurance Committee will take place as follows:

Date: Thursday 9 June 2022

Time: 1:30pm

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

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 March 2022** enclosure 1
For approval
ARAC 11/22
Ewan Shears – Secretary to the Committee
6. **Matters arising** enclosure 2
To note
ARAC 12/22
Ewan Shears – Secretary to the Committee

Papers for discussion/decision

7. **Strategic Risk Register** enclosure 3
Including:
ARAC 13/22
 - SR6 Regulatory Reform – Deep DiveFor discussion
Claire Amor, Head of Governance
John Barwick, Chief Executive and Registrar
8. **Annual Information Governance Report** enclosure 4
For discussion
ARAC 14/22
Maxine Noel, Information Governance Manager
9. External Audit 2021-2022 planning reports as follows;
 - I. **Audit planning report – Year end 31 March 2022** enclosure 5
For discussion
ARAC 15/22
haysmacintyre
 - II. **Audit planning report - 2021-22 financial statements audit** enclosure 6
For discussion
ARAC 16/22
National Audit Office
10. **HCPC Audit planning and update of recommendations** enclosure 7
For discussion
ARAC 17/22
Alastair Bridges, Executive Director of Resources and Business Performance
Alan Keshtmand, Head of Finance

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| 11. | Capital Expenditure Policy
For recommendation
Alan Keshtmand, Head of Finance | enclosure 8
ARAC 18/22 |
| 12. | Papers from the HCPC's Internal Auditors, BDO LLP as follows; | |
| | I. Education Standards
To note
Bill Mitchell, BDO LLP | enclosure 9
ARAC 19/22 |
| | II. Registration Payments
To note
Bill Mitchell, BDO LLP | enclosure 10
ARAC 20/22 |
| | III. Internal Audit – Follow up of recommendations
To note
Bill Mitchell, BDO LLP | enclosure 11
ARAC 21/22 |
| | IV. Internal Audit Plan 2022-23 progress update
To note
Bill Mitchell, BDO LLP | verbal |
| 13. | Internal audit recommendations tracker
For discussion
Ewan Shears, Secretary to the Committee | enclosure 12
ARAC 22/22 |
| | To note | |
| 14. | Committee forward work plan
Ewan Shears, Secretary to the Committee | enclosure 13
ARAC 23/22 |
| 15. | Any other business
Previously notified and agreed by the Chair | verbal |
| 16. | Date & time of next meeting:
Wednesday 14 September 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
18	H
19	H
20	H

18. **Private minutes of the Audit and Risk Assurance Committee meeting of 9 March 2022** enclosure 14
 For approval ARAC 24/22
 Ewan Shears – Secretary to the Committee
19. Papers from the HCPC's Internal Auditors, BDO LLP as follows;
- I. **Key Financial Controls** enclosure 15
 To note ARAC 25/22
 Bill Mitchell, BDO LLP
 - II. **Annual Report and Opinion** enclosure 16
 To note ARAC 26/22
 Bill Mitchell, BDO LLP
20. **Internal Assurance Report** enclosure 17
 For discussion ARAC 27/21
 Claire Amor, Head of Governance
 Roy Dunn. CIRSO
 Anna Raftery, QA Lead
21. **Any other business** verbal
 Previously notified and agreed by the Chair