AGENDA

Audit and Risk Assurance Committee

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

Date: Wednesday 19 June 2024

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
	Meeting of the Committee members with internal and external auditors and National Audit Office	Committee Chair		2.00
	Public meeting			
1.	**Welcome and introduction**	Committee Chair	Verbal	2.30
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 March 2024** To approve	Committee Secretary	Paper	2.35
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	2.40
8.	**Strategic risk deep dive: cybersecurity** To discuss	Chief Information Security and Risk Officer	Presentation	2.50
9.	**Annual Information Governance Report 2023-24** To discuss	Chief Information Security and Risk Officer	Paper	3.00
10.	**Unified assurance annual summary 2023-24** To note	Head of Assurance and Compliance/ Chief Information Security and Risk Officer	Paper	3.10
	Internal audit			
11.	**Internal audit progress report** To discuss	BDO LLP	Paper	3.15
12.	**Internal Audit Annual Report and Opinion 2023-24** To note	BDO LLP	Paper	3.20
13.	**Internal audit recommendations tracker** To note	Compliance Officer	Paper	3.25
	External audit and Annual Report and Accounts			
14.	**Audit planning report 2023-24** To discuss	NAO	Paper	3.30
15.	**External audit update** To discuss	Haysmacintyre LLP	Verbal	3.40
16.	**Annual report and accounts 2023-24 update including draft annual report 2023-24** To discuss	Executive Director of Resources	Paper	3.50
17.	**Audit and Risk Assurance Committee annual report to the Council and the Accounting Officer 2023-24** To approve	Head of Governance	Paper	4.00

	Lead	Format	Time
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; • action being taken to prevent or detect crime or to prosecute offenders in the case of item 22; or • the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services in the case of item 23. **Private meeting**	Committee Chair	Verbal	
19. **Minutes of the Audit and Risk Assurance Committee meeting held in private on 13 March 2024** To approve	Committee Secretary	Paper	4.05
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	4.10
22. **BSI ISO27001 Information Security Re-certification and Transition Report** To note	Chief Information Security and Risk Officer	Paper	4.20
23. **External auditor appointment** To discuss	Executive Director of Resources	Verbal	4.25
24. **Any other business** To be notified to and agreed by the Chair	Committee Chair	Verbal	

		Lead	Format	Time
25.	**Close** Date and time of next meeting: 18 September 2024 at 2pm (HCPC Offices London)	Committee Chair		4.30