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| Agenda item: | 15 |
| Attachment: | A |

# HRA Board Cover sheet

# 18 November 2020

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| Title of paper: | 3 November 2020 HRA Audit & Risk Committee meeting summary |
| Submitted by: | Steve Tebbutt |
| Summary of paper: | To provide a brief summary of the matters discussed at the last HRA Audit & Risk Committee meeting. |
| Reason for submission: | For information |
| Further information: | See summary update |
| Dissemination: | Published on HRA website |
| Time required: | 5 minutes |

**Audit and Risk Committee Meeting Summary**

Key Summary points of the Health Research Authority (HRA) Audit & Risk Committee meeting held on 3 November 2020.

**Committee governance:**

* Quorate
* Attendance (membership 4/4)

**Key business conducted**

**Health Group Internal Audit Service (HGIAS) Audit Plan 2020/21**

* The Committee noted the plan was on track. The outstanding audit report from last year (Organisational Design) was in the process of being finalised with a moderate rating to be issued.

**Assurance Dashboard**

* The Committee received and noted the first draft of the Assurance Dashboard which provides an overview of the different audits and assurance reviews being undertaken by HGIAS and HRA Quality Assurance (QA). The Committee liked the format and structure of the new dashboard, particularly in relation to all information being contained within one document.
* The Committee noted a number of outstanding recommendations which were still open and agreed Leadership Team should review the recommendations to consider if they are still applicable. The Committee requested the Leadership Team aim to address these as soon as possible and ahead of the next Committee meeting.

**Research Systems Programme: Full Business Case**

* The Committee reviewed the full business case which makes the case for additional investment for the development and replacement of the HRA’s research systems. The Committee noted the case was due to be submitted to the Department of Health & Social Care Investment Committee on the 4 November.
* The Committee confirmed approval of the research systems business case, subject to the transfer of appropriate benefits paragraphs to the main body of the business case.

**Risk policy and procedure**

* The Committee received and reviewed the risk policy and procedure which have been updated to reflect the inclusion of the process for identifying strategic risks during the business planning cycle and the management of the new strategic risk register.
* The Committee discussed the HRA’s risk appetite and noted a Board seminar on this topic would be held in January.
* The Committee approved the updated policy and procedure.

**Strategic Risk Register**

* The Committee reviewed the latest version of the strategic risk register noting a new risk relating to the diversity of the Board and senior management had been added. Other risks remained at the same with the exception of risk SR010 Transformation Programme – risk to delivery, which has increased.

**Corporate Risk Register Quarter 2 2019/20**

* The Committee received and noted the Quarter 2 Corporate Risk Register, Overview and Issues Log.

**Risk Deep Dive – Cyber security**

* The Committee received a presentation detailing the systems and processes currently in place at the HRA in relation to cyber security. The Committee discussed confidential information and the reputational risk to the HRA should the organisation succumb to a cyber-attack. The Committee discussed the recent cyber incident which occurred in July and related to the IRAS application server. The Committee noted no data had been lost during the incident.

**Risk Deep Dive – UK transition preparedness**

* The Committee received a presentation detailing how the HRA is preparing for UK transition. The Committee noted the Strategic Leadership Team is satisfied the impact of UK transition is relatively low for the HRA with appropriate processes and measures in place to ensure the HRA is prepared.
* The Committee discussed the importance of making sure the UK is an attractive place to undertake research after transition.