

Agenda item:	10
Attachment:	A

HRA Board Cover sheet

15 March 2023

Title of paper:	9 February 2023 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 9 February 2023.

Committee governance:

- Inquorate (2 of 4 members in attendance).
- Meeting decisions ratified out of session by absent members.
- First meeting of new independent member. One vacancy for an independent member with financial qualification.

Key business conducted:

Draft Government Internal Audit Agency (GIAA) audit plan for 2023/24

- The Committee reviewed the draft audit plan for next year with the audits proposed as follows:
 - Data Security and Protection (DSP) Toolkit (Quarter 1)
 - Risk Management (Quarter 2)
 - Research Systems Transformation Programme Delivery (Quarter 3)
 - Strategy – Performance and Reporting (Quarter 3)
 - Community Committee (Quarter 3)
 - Portfolio and Change Management (Quarter 4)

Assurance dashboard

- The Committee reviewed the latest assurance dashboard noting seven GIAA recommendations had been closed during the last quarter.
- The Committee noted the latest Shared Ethical Debate (ShED) was on 'Pregnant Women in Clinical Trials'. This topic was selected by the HRA (in liaison with the Devolved Administrations) following a number of queries received from Research Ethics Committee (REC) members in respect of this topic. 25 RECs were requested to participate in the SHED with the key purpose of the exercise to establish the current opinions of REC members when considering the inclusion of pregnant people in clinical trials to inform future guidance and discussions in this area.

Strategic risk register Quarter 3 2022/23

- The Committee reviewed the strategic risk register for Quarter 3 2022/23 noting the highest risk continues to relate to the delivery of the research systems programme.
- The Committee noted the proposal to review the HRA's risk management processes and procedures which will take place in Spring 2023 with updated documents to be considered by the Committee and Board in due course.

HRA external threat assessment

- The Committee received and discussed the HRA Threat Assessment which has been developed to identify hazards external to the HRA that may impact on the delivery of

service. The Committee noted the threats identified in the assessment had been taken from the National Risk Register. The Committee agreed this was a useful exercise to undertake and acknowledged the importance of having robust business continuity processes in place.

Audit & Risk Committee annual effectiveness review

- The Committee noted the annual effectiveness review was now due and agreed to utilise the new National Audit Office (NAO) effectiveness tool to support this review.

National Audit Office Audit planning report 2022/23

- The Committee noted the report from the NAO and KPMG which set out the proposed approach for the audit of the HRA's 2022/23 financial statements.