

Audit Committee Meeting

Friday 26 September 2008

10.30 am

The 23rd meeting of the Audit Committee will be held at the following location:

The Council Chamber
Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

The Audit Committee meeting will be held in two parts. Part One will be open to members of the public. Part Two will be held in private.

Colin Bendall,
Secretary to the Committee
19 September 2008

Health Professions Council
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Agenda – Part one – open to members of the public

1. **Apologies for absence** verbal
2. **Approval of agenda** verbal
3. **Minutes of the Audit Committee meeting held on 26 June 2008** enclosure 1
from Colin Bendall - Secretary to the Committee paper AUD 34/08
4. **Matters arising** enclosure 2
from Colin Bendall - Secretary to the Committee paper AUD 35/08
5. **Chairman's report** verbal
(to include any contact between the Chairman and the internal and external auditors, as required by Standing Order 14)
6. **Quality report** enclosure 3
from Roy Dunn – Head of Business Improvement paper AUD 36/08

Items for discussion/approval

7. **Council for Healthcare Regulatory Excellence report on the Nursing and Midwifery Council: Actions for HPC** enclosure 4
from Greg Ross-Sampson – Director of Operations paper AUD 37/08
8. **Risk register** enclosure 5
from Niamh O’Sullivan – Secretary to Council paper AUD 38/08
9. **Internal audit report – Review of recommendations from previous reports** enclosure 6
from Colin Bendall – Secretary to the Committee paper AUD 39/08
10. **Internal audit progress report** enclosure 7
from Colin Bendall – Secretary to the Committee paper AUD 40/08
11. **Meeting of the Committee with the internal and external auditors** enclosure 8
from Colin Bendall – Secretary to the Committee paper AUD 41/08
12. **Review of the Audit Committee’s effectiveness** enclosure 9
from Colin Bendall – Secretary to the Committee paper AUD 42/08
13. **Audit Committee terms of reference** enclosure 10
from Colin Bendall – Secretary to the Committee paper AUD 43/08

Items to note

14. **Risk register update**
from Niamh O'Sullivan – Secretary to the Council
enclosure 11
paper AUD 44/08
15. **HPC's status**
from Niamh O'Sullivan – Secretary to the Council
enclosure 12
paper AUD 45/08
16. **Dates of Committee meetings 2009-10**
from Colin Bendall – Secretary to the Committee
enclosure 13
paper AUD 46/08

Items for information

None.

17. **Any other business**
Previously notified to and agreed by the Chairman
18. **Date and time of next meeting:**
10.30 am on Wednesday 10 December 2008

Subsequent meetings at 10.30 am:

Thursday 26 February 2009

Wednesday 24 June 2009

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 office 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;
- h. or any other matter which, in the opinion of the Chairman, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions."

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September 2008 public meeting

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