

<b>Audit Committee</b>
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**The 27th meeting of the Audit Committee will take place as follows:**

**Date:** Wednesday 9 December 2009

**Time:** 10:30 am

**Venue:** Room J, Health Professions Council, Park House, 184 Kennington Park Road,  
London SE11 4BU

**Members:** Professor Jeff Lucas (Chair)  
Mrs Patricia Blackburn  
Mr Deep Sagar  
Mrs Joy Tweed

**Enquiries:** Colin Bendall, Secretary to the Committee  
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## Part 1 – Public Agenda

1	<b>Apologies for absence</b>	verbal
2	<b>Approval of agenda</b>	verbal
3	<b>Declaration of members' interests</b>	verbal
4	<b>Minutes of the Audit Committee meeting of 29 September 2009</b> Colin Bendall – Secretary to the Committee	enclosure 1 AUD 51/09
5	<b>Matters arising</b> Colin Bendall – Secretary to the Committee	enclosure 2 AUD 52/09
6	<b>Business Process Improvement report</b> Roy Dunn – Head of Business Process Improvement	enclosure 3 AUD 53/09
Items for discussion/approval		
7	<b>Response to the Poynter Review</b> Greg Ross-Sampson – Director of Operations	enclosure 4 AUD 54/09
8	<b>Risks owned by the Director of Operations</b> Greg Ross-Sampson – Director of Operations	verbal
9	<b>Internal audit report – Financial systems</b> Gary Butler – Director of Finance	enclosure 5 AUD 55/09
10	<b>Internal audit report – Online renewals project</b> Greg Ross-Sampson – Director of Operations	enclosure 6 AUD 56/09
11	<b>Internal audit reports – Closed cases quality assurance; Fitness to Practise procedural compliance review</b> Kelly Johnson – Director of Fitness to Practise	enclosure 7 AUD 57/09
12	<b>Internal audit report – Review of recommendations from previous reports</b> Colin Bendall – Secretary to the Committee	enclosure 8 AUD 58/09
13	<b>Internal audit progress report</b> Colin Bendall – Secretary to the Committee	enclosure 9 AUD 59/09

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-11-27	a	ADT	AGD	Audit Committee agenda 9 December 2009	Final DD: None	Public RD: None

## Items to note

- 14 **National Audit Office** enclosure 10  
Colin Bendall – Secretary to the Committee AUD 60/09
- 15 **International Financial Reporting Standards draft accounts 2008-9** enclosure 11  
Gary Butler – Director of Finance AUD 61/09
- 16 **22-26 Stannary Street Limited** enclosure 12  
Gary Butler – Director of Finance AUD 62/09
- 17 **Dates of Committee meetings 2010-11** enclosure 13  
Colin Bendall – Secretary to the Committee AUD 63/09
- 18 **Any other business**  
Previously notified and agreed by the Chair
- 19 **Date & time of next meeting:**  
10.30 am on Wednesday 24 February 2010

The meeting on 24 February will be followed by training for the Committee. The training session will finish by 3.30 pm.

**Subsequent meetings at 10.30 am:**  
Thursday 24 June 2010

## 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;

- (1) information relating to a registrant, former registrant or applicant for registration;
- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) 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;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) 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.'

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Item	Reason for Exclusion
21	3
22	3

## Part 2 – Private Agenda

20 **Minutes of the private part of the Audit Committee of 29 September 2009** enclosure 14  
AUD 64/09  
Colin Bendall – Secretary to the Committee

21 **Matters arising** enclosure 15  
Colin Bendall – Secretary to the Committee AUD 65/09

### Items for discussion/approval

None.

### Items to note

None.

22 **Any other business**  
Previously notified and agreed by the Chairman

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