

Audit Committee

The 31st meeting of the Audit Committee will take place as follows:

Date: Thursday 25 November 2010

Time: 12:30 pm

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

Members: Jeff Lucas (Chair)
Deep Sagar
Joy Tweed

Enquiries: Colin Bendall, Secretary to the Committee
020 7840 9710
colin.bendall@hpc-uk.org

Part 1 – Public Agenda

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|---|--|--------------------------|
| 1 | Apologies for absence | verbal |
| 2 | Approval of agenda | verbal |
| 3 | Declaration of members' interests | verbal |
| 4 | Minutes of the Audit Committee meeting of 23 September 2010
Colin Bendall – Secretary to the Committee | enclosure 1
AUD 44/10 |
| 5 | Matters arising
Colin Bendall – Secretary to the Committee | enclosure 2
AUD 45/10 |
| 6 | Business Process Improvement report
Roy Dunn – Head of Business Process Improvement | enclosure 3
AUD 46/10 |

Items for discussion/approval

- | | | |
|----|---|--------------------------|
| 7 | Internal audit workplan 2010-11: Proposed change to workplan
Colin Bendall – Secretary to the Committee | enclosure 4
AUD 47/10 |
| 8 | Transfer of regulatory functions from General Social Care Council to HPC
Colin Bendall – Secretary to the Committee | enclosure 5
AUD 48/10 |
| 9 | Risk appetite
Roy Dunn – Head of Business Process Improvement | enclosure 6
AUD 49/10 |
| 10 | Audit Committee terms of reference
Colin Bendall – Secretary to the Committee | enclosure 7
AUD 50/10 |
| 11 | Any other business
Previously notified and agreed by the Chair | |
| 12 | Date & time of next meeting:
10.30 am Wednesday 16 March 2011 | |

Subsequent meetings at 10.30 am:

Thursday 23 June 2011
Thursday 29 September 2011

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.'

Item	Reason for Exclusion
13	8
14	8
15	3, 8
16	3
17	4, 8

Part 2 – Private Agenda

13 **Minutes of the private part of the Audit Committee of 23 September 2010** enclosure 8
AUD 51/10
Colin Bendall – Secretary to the Committee

14 **Matters arising** enclosure 9
AUD 52/10
Colin Bendall – Secretary to the Committee

Items for discussion/approval

15 **National Audit Office external audit planning 2010-11** enclosure 10
AUD 53/10
Gary Butler – Director of Finance

16 **Presentations from short-listed internal audit firms** enclosures 11-14
AUD 54/10
Colin Bendall – Secretary to the Committee

- 17 **Risk register – Transfer of regulatory functions from GSCC to HPC** enclosure 15
Greg Ross-Sampson – Director of Operations AUD 55/10
- 18 **Any other business**
Previously notified and agreed by the Chair

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Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2010-07-09	a	ADT	AGD	Audit Committee agenda 25 November 2010	Final DD: None	Public RD: None