
Audit Committee

The 47th meeting of the Audit Committee will take place as follows:

Date: Thursday 9 October 2014

Time: 10:30 am

Venue: The Council Chamber, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Members: Richard Kennett (Chair)
Julie Parker
Keith Ross

Enquiries: Claire Amor, Secretary to the Committee
020 7840 9710
claire.amor@hcpc-uk.org

Public Agenda

- | | | |
|---|---|--------------------------|
| 1 | Apologies for absence | verbal |
| 2 | Approval of agenda | verbal |
| 3 | Declaration of members' interests | verbal |
| 4 | Minutes of the Audit Committee meeting of 24 June 2014
Claire Amor – Secretary to the Committee | enclosure 1
AUD 36/14 |
| 5 | Matters arising
Claire Amor – Secretary to the Committee | enclosure 2
AUD 37/14 |
| 6 | Business Process Improvement report
Roy Dunn – Head of Business Process Improvement | enclosure 3
AUD 38/14 |

Items for discussion/approval

- | | | |
|----|--|---------------------------|
| 7 | Proposed changes to Financial Regulations
Andy Gillies – Director of Finance | enclosure 4
AUD 39/14 |
| 8 | National Audit Office Audit planning report 2014-15
Andy Gillies – Director of Finance | enclosure 5
AUD 40/14 |
| 9 | Internal audit report: ICT disaster recovery
Guy Gaskins - Director of Information Technology | enclosure 6
AUD 41/14 |
| 10 | Internal audit progress report
Claire Amor – Secretary to the Committee | enclosure 7
AUD 42/14 |
| 11 | Internal audit follow up report
Claire Amor – Secretary to the Committee | enclosure 8
AUD 43/14 |
| 12 | Internal audit review of recommendations
Claire Amor – Secretary to the Committee | enclosure 9
AUD 44/14 |
| 13 | Risk Register including risk presentations
Roy Dunn – Head of Business Process Improvement
Marc Seale – Chief Executive and Registrar
Anna Van der Gaag – Council Chair
Kelly Holder – Director of Fitness to Practise
Jacqueline Ladds – Director of Communications | enclosure 10
AUD 45/14 |
| 14 | Any other business | |

Previously notified and agreed by the Chair

- 15 **Date & time of next meeting:**
Thursday 19 March 2015

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 officer 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; or
- (h) 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
16	H
17	H
18	C

Part 2 – Private Agenda

- 16 **Registration Process and Systems Review Project Risk Register** enclosure 11
Martha Chillingworth – Senior Project Manager AUD 46/14
- 17 **Internal penetration testing highlight report** enclosure 12
Guy Gaskins – Director of Information Technology AUD 47/14
- 18 **Process for the retendering of the internal audit function** enclosure13
Andy Gillies – Director of Finance AUD 48/14
- 19 **Any other business**
Previously notified and agreed by the Chair