
Audit Committee

The 49th meeting of the Audit Committee will take place as follows:

Date: Thursday 19 March 2015

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
Graham Towl

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 public Audit Committee meeting of 14 November 2014
Claire Amor – Secretary to the Committee | enclosure 1
AUD 01/15 |
| 5 | Business Process Improvement report
Roy Dunn – Head of Business Process Improvement | enclosure 2
AUD 02/15 |

Items for discussion/approval

- | | | |
|----|--|---------------------------|
| 6 | Internal Audit Report – Core Financial Systems
Andy Gillies – Director of Finance | enclosure 3
AUD 03/15 |
| 7 | Internal Audit Report – Project Management
Greg Ross-Sampson – Director of Operations | enclosure 4
AUD 04/15 |
| 8 | Internal Audit Report – Corporate Governance and Risk Management
Louise Lake – Director of Council and Committee Services
Roy Dunn – Head of Business Process Improvement | enclosure 5
AUD 05/15 |
| 9 | Internal Audit Report – Performance Management
Teresa Haskins – Director of Human Resources | enclosure 6
AUD 06/15 |
| 10 | Internal Report – Partners
Hayley Graham – Partner Manager | enclosure 7
AUD 07/15 |
| 11 | Internal audit review of recommendations
Claire Amor – Secretary to the Committee | enclosure 8
AUD 08/15 |
| 12 | Internal audit plan 2015-16
Andy Gillies – Director of Finance | enclosure 9
AUD 9/15 |
| 13 | NAO Interim Audit Report
Andy Gillies – Director of Finance | enclosure 10
AUD 10/15 |
| 14 | BSI Audit Report
Roy Dunn – Head of Business Process Improvement | enclosure 11
AUD 11/15 |
| 15 | Risk register update including presentations
Roy Dunn – Head of Business Process Improvement
Greg Ross-Sampson – Director of Operations | enclosure 12
AUD 12/15 |

16 **Risk Appetite Statement** enclosure 13
Roy Dunn – Head of Business Process Improvement AUD 13/15

17 **NMR Process Report** enclosure 14
Roy Dunn – Head of Business Process Improvement AUD 14/15

Items to note

18 **Risk Management Strategy & Processes** enclosure 15
Roy Dunn – Head of Business Process Improvement AUD 15/15

19 **Annual report timetable 2014-15** enclosure 16
Claire Amor – Secretary to the Committee AUD 16/15

20 **Any other business**
Previously notified and agreed by the Chair

21 **Date & time of next meeting:**
Wednesday 17 June 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
22	C

Part 2 – Private Agenda

- 22 **Minutes of the private Audit Committee meeting of 14 November 2014** enclosure 17
Claire Amor – Secretary to the Committee AUD 17/15
- 23 **Any other business**
Previously notified and agreed by the Chair