

---

|                        |
|------------------------|
| <b>Audit Committee</b> |
|------------------------|

**The 53<sup>rd</sup> meeting of the Audit Committee will take place as follows:**

**Date:** Wednesday 16 March 2016

**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)  
Stephen Cohen  
Eileen Mullan  
Julie Parker

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

## 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 26 November 2015</b><br>Claire Amor – Secretary to the Committee | enclosure 1<br>AUD 01/16 |

### Items for discussion/approval

- |    |  |                          |
|----|--|--------------------------|
| 5  | <b>Internal Audit report - Consultation arrangements</b><br>Michael Guthrie – Director of policy and Standards                                     | enclosure 2<br>AUD 02/16 |
| 6  | <b>Internal Audit - progress report 2015-16 and 2016-17 plan</b><br>Claire Amor – Secretary to the Committee                                       | enclosure 3<br>AUD 03/16 |
| 7  | <b>Review of internal audit recommendations</b><br>Claire Amor – Secretary to the Committee  | enclosure 4<br>AUD 04/16 |
| 8  | <b>Performance Review of the Internal Auditor</b><br>Claire Amor – Secretary to the Committee  | enclosure 5<br>AUD 05/16 |
| 9  | <b>NAO audit update</b><br>Andy Gillies – Director of Finance  | verbal                   |
| 10 | <b>Business Process Improvement report</b><br>Roy Dunn – Head of Business Process Improvement  | enclosure 6<br>AUD 06/16 |
| 11 | <b>Stage 1 BSI ISO10002:2014 assessment</b><br>Roy Dunn – Head of Business Process Improvement   | enclosure 7<br>AUD 07/16 |
| 12 | <b>Risk register and risk owner presentations</b><br>Roy Dunn – Head of Business Process Improvement<br>Greg Ross-Sampson – Director of Operations | enclosure 8<br>AUD 08/16 |
| 13 | <b>Annual report timetable</b><br>Claire Amor – Secretary to the Committee   | enclosure 9<br>AUD 09/16 |
| 14 | <b>Any other business</b><br>Previously notified and agreed by the Chair   |                          |
| 15 | <b>Date &amp; time of next meeting:</b><br>Wednesday 15 June 2016  |                          |