

**Audit Committee**

**The 58<sup>th</sup> meeting of the Audit Committee will take place as follows:**

**Date:** Wednesday 14<sup>th</sup> June 2017

**Time:** 10:00 am

**Venue:** Rooms D&G, Health and Care Professions Council, Park House,  
184 Kennington Park Road, London SE11 4BU

**Members:** Stephen Cohen (Chair)  
Sue Gallone  
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 15 March 2017</b><br>Claire Amor – Secretary to the Committee | enclosure 1<br>AUD 15/17 |

### Items for discussion/approval

- |    |  |                           |
|----|--|---------------------------|
| 5  | <b>Internal Audit Report – Property management 405 KPR</b><br>John Barwick – Acting Director of Fitness to Practise  | enclosure 2<br>AUD 16/17  |
| 6  | <b>Internal Audit Report – Payroll review</b><br>Andy Gillies – Director of Finance  | enclosure 3<br>AUD 17/17  |
| 7  | <b>Internal Audit progress report 2016-17</b><br>Claire Amor – Secretary to the Committee  | verbal                    |
| 8  | <b>Internal Audit annual report 2016-17</b><br>Claire Amor – Secretary to the Committee  | enclosure 4<br>AUD 18/17  |
| 9  | <b>Review of capitalisation, depreciation and amortisation policy</b><br>Tian Tian – Head of Financial Accounting  | enclosure 5<br>AUD 19/17  |
| 10 | <b>NAO report to those charged with governance</b><br>Andy Gillies – Director of Finance   | enclosure 6<br>AUD 20/17  |
| 11 | <b>Draft annual report and accounts 2016-17</b><br>Tian Tian – Head of Financial Accounting  | enclosure 7<br>AUD 21/17  |
| 12 | <b>Assurance mapping</b><br>Roy Dunn – Head of Business Process Improvement  | enclosure 8<br>AUD 22/17  |
| 13 | <b>ISO standards assurance</b><br>Roy Dunn – Head of Business Process Improvement  | enclosure 9<br>AUD 23/17  |
| 14 | <b>Risk Register – social worker regulation</b><br>Roy Dunn – Head of Business Process Improvement   | enclosure 10<br>AUD 24/17 |
| 15 | <b>Risk owner presentations</b><br>Greg Ross-Sampson – Director of operations<br>Roy Dunn – Head of Business Process Improvement<br>Jaqueline Ladds – Director of Communications | enclosure 11<br>AUD 25/17 |

## Items for information

- |    |  |                           |
|----|--|---------------------------|
| 16 | <b>Review of internal audit recommendations</b><br>Claire Amor – Secretary to the Committee                | enclosure 12<br>AUD 26/17 |
| 17 | <b>Penetration testing summary report</b><br>Guy Gaskins – Director of IT                                  | enclosure 13<br>AUD 27/17 |
| 18 | <b>BSI ISO27001 audit report</b><br>Roy Dunn – Head of Business Process Improvement                        | enclosure 14<br>AUD 28/17 |
| 19 | <b>BSI ISO9001 audit report</b><br>Roy Dunn – Head of Business Process Improvement                         | enclosure 15<br>AUD 29/17 |
| 20 | <b>Registration Department business continuity test</b><br>Roy Dunn – Head of Business Process Improvement | enclosure 16<br>AUD 30/17 |
| 21 | <b>Any other business</b><br>Previously notified and agreed by the Chair                                   |                           |
| 22 | <b>Date &amp; time of next meeting:</b><br>Tuesday 5 September 2017  |                           |