

Audit Committee

The 64th meeting of the Audit Committee will take place as follows:

Date: Tuesday 12 June 2018

Time: 9:30 am

Venue: Room 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
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Public Agenda

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|--------------------------------------|--|---------------------------|
| 1 | Chairs welcome and introduction | verbal |
| 2 | Apologies for absence | verbal |
| 3 | Approval of agenda | verbal |
| 4 | Declaration of members' interests | verbal |
| 5 | Minutes of the Audit Committee meeting of 6 March 2018
Claire Amor – Secretary to the Committee | enclosure 1
AUD 15/18 |
| 6 | Matters arising
Claire Amor – Secretary to the Committee | enclosure 2
AUD 16/18 |
| Items for discussion/approval | | |
| 7 | Papers from the HCPC's Internal Auditors, Grant Thornton LLP as follows; | |
| | I. Internal Audit Report – CPD
For discussion | enclosure 3
AUD 17/18 |
| | II. Internal Audit – Key Financial Controls
For discussion | enclosure 4
AUD 18/18 |
| | III. Internal Audit – review of recommendations
For discussion | enclosure 5
AUD 19/18 |
| | IV. Internal Audit annual opinion 2017-18
For discussion | enclosure 6
AUD 20/18 |
| | V. Internal Audit progress report 2018-19
For discussion | enclosure 7
AUD 21/18 |
| 8 | External Audit - haysmacintyre audit findings 2017-18
Kathryn Burton - Haysmacintyre | enclosure 8
AUD 22/18 |
| 9 | External Audit - National Audit Office audit findings 2017-18
Madeline Dugmore - National Audit Office | enclosure 9
AUD 23/18 |
| 10 | Draft Annual report and accounts 2017-18
Tian Tian, Acting Director of Finance | enclosure 10
AUD 24/18 |
| 11 | Review of financial regulations
Tian Tian, Acting Director of Finance | enclosure 11
AUD 25/18 |
| 12 | Papers from Roy Dunn, Head of Business Process Improvement as follows; | |

- I. **Social Work Risk Register** enclosure 12
For discussion AUD 26/18
- II. **Business Process Improvement report** enclosure 13
To note AUD 27/18
- III. **BSI ISO9001 audit report** enclosure 14
To note AUD 28/18
- IV. **BSI ISO27001 audit report** enclosure 15
To note AUD 29/18
- 13 **GDPR preparedness activity** enclosure 16
To note AUD 30/18
Claire Amor – Governance Manager
- 14 **Any other business** verbal
Previously notified and agreed by the Chair
- 15 **Date & time of next meeting:** verbal
Tuesday 4 September 2018, 9.30 am
- 16 **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
17	H

- 17 **Strategic Risk Register** enclosure 17

For discussion
Roy Dunn, Head of Business Process Improvement

AUD 31/18

- 18 **Any other business**
Previously notified and agreed by the Chair

verbal