

Audit Committee Meeting

Wednesday 10 December 2008

10.30 am

The 24th meeting of the Audit Committee will be held at the following location:

The Council Chamber
Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

The Audit Committee meeting will be held in two parts. Part One will be open to members of the public. Part Two will be held in private.

Colin Bendall,
Secretary to the Committee
19 September 2008

Health Professions Council
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Agenda – Part one – open to members of the public

1. **Apologies for absence** verbal
2. **Approval of agenda** verbal
3. **Election of Vice-Chairman** enclosure 1
from Colin Bendall - Secretary to the Committee paper AUD 51/08
4. **Minutes of the Audit Committee meeting held on 26 September 2008** enclosure 2
from Colin Bendall - Secretary to the Committee paper AUD 52/08
5. **Matters arising** enclosure 3
from Colin Bendall - Secretary to the Committee paper AUD 53/08
6. **Chairman's report** verbal
(to include any contact between the Chairman and the internal and external auditors, as required by Standing Order 14)
7. **Quality report** enclosure 4
from Roy Dunn – Head of Business Improvement paper AUD 54/08

Items for discussion/approval

8. **International Financial Reporting Standards timetable** enclosure 5
from Simon Leicester – Director of Finance paper AUD 55/08
9. **Internal audit report – financial systems review** enclosure 6
from Simon Leicester – Director of Finance paper AUD 56/08
10. **Internal audit progress report** enclosure 7
from Colin Bendall – Secretary to the Committee paper AUD 57/08
11. **Training for the Audit Committee 2009** enclosure 8
from Colin Bendall – Secretary to the Committee paper AUD 58/08

Items to note

12. **Risk register** enclosure 9
from Anna van der Gaag – President and Marc Seale – Chief Executive and Registrar paper AUD 59/08
13. **Finance System Upgrade** enclosure 10
from Simon Leicester – Director of Finance paper AUD 60/08

14. **Year end reporting timetable 2008-9**
from Colin Bendall – Secretary to the Committee

enclosure 11
paper AUD 61/08

Items for information

None.

15. **Any other business**
Previously notified to and agreed by the Chairman
16. **Date and time of next meeting:**
10.30 am on Thursday 26 February 2009

Subsequent meetings at 10.30 am:

Wednesday 24 June 2009
Tuesday 29 September 2009
Wednesday 9 December 2009
Wednesday 24 February 2010
Thursday 24 June 2010

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 office 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;
- h. or any other matter which, in the opinion of the Chairman, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions."

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