Audit Committee Meeting

Friday 26 September 2008

10.30 am

The 23rd 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
Park House
184 Kennington Park Road
London SE11 4BU

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Agenda – Part one – open to members of the public

1. Apologies for absence
   verbal

2. Approval of agenda
   verbal

3. Minutes of the Audit Committee meeting held on
   26 June 2008
   from Colin Bendall - Secretary to the Committee
   enclosure 1
   paper AUD 34/08

4. Matters arising
   from Colin Bendall - Secretary to the Committee
   enclosure 2
   paper AUD 35/08

5. Chairman’s report
   (to include any contact between the Chairman and the internal
   and external auditors, as required by Standing Order 14)
   verbal

6. Quality report
   from Roy Dunn – Head of Business Improvement
   enclosure 3
   paper AUD 36/08

Items for discussion/approval

7. Council for Healthcare Regulatory Excellence report on the
   Nursing and Midwifery Council: Actions for HPC
   from Greg Ross-Sampson – Director of Operations
   enclosure 4
   paper AUD 37/08

8. Risk register
   from Niamh O’Sullivan – Secretary to Council
   enclosure 5
   paper AUD 38/08

9. Internal audit report – Review of recommendations from previous
   reports
   from Colin Bendall – Secretary to the Committee
   enclosure 6
   paper AUD 39/08

10. Internal audit progress report
    from Colin Bendall – Secretary to the Committee
    enclosure 7
    paper AUD 40/08

11. Meeting of the Committee with the internal and external auditors
    from Colin Bendall – Secretary to the Committee
    enclosure 8
    paper AUD 41/08

12. Review of the Audit Committee’s effectiveness
    from Colin Bendall – Secretary to the Committee
    enclosure 9
    paper AUD 42/08

13. Audit Committee terms of reference
    from Colin Bendall – Secretary to the Committee
    enclosure 10
    paper AUD 43/08
Items to note

14. **Risk register update**
    from Niamh O’Sullivan – Secretary to the Council
    enclosure 11
    paper AUD 44/08

15. **HPC’s status**
    from Niamh O’Sullivan – Secretary to the Council
    enclosure 12
    paper AUD 45/08

16. **Dates of Committee meetings 2009-10**
    from Colin Bendall – Secretary to the Committee
    enclosure 13
    paper AUD 46/08

Items for information
None.

17. **Any other business**
    Previously notified to and agreed by the Chairman

18. **Date and time of next meeting:**
    10.30 am on Wednesday 10 December 2008

    **Subsequent meetings at 10.30 am:**
    Thursday 26 February 2009
    Wednesday 24 June 2009

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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