

Audit Committee

The 67th meeting of the Audit Committee will take place as follows:

Date: Tuesday 20 November 2018

Time: 9:30 am

Venue: Room K, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Members: Sue Gallone (Chair)
Eileen Mullan
Julie Parker
Gavin Scott

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

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 4 September 2018
Claire Amor – Secretary to the Committee | enclosure 1
AUD 46/18 |
| 6 | Matters arising
Claire Amor – Secretary to the Committee | enclosure 2
AUD 47/18 |
| 7 | Strategic Risk Register
Jaqueline Ladds, Executive Director of Policy and External Relations | enclosure 3
AUD 48/18 |
| 8 | Papers from the HCPC's Internal Auditors, Grant Thornton LLP as follows; | |
| | I. HCPC PSA Improvement Plan
For discussion | enclosure 4
AUD 49/18 |
| | II. Social Work Transfer Project
For discussion | enclosure 5
AUD 50/18 |
| | III. Internal Audit progress report 2018-19
For discussion | enclosure 6
AUD 51/18 |
| 9 | Internal Audit recommendation tracker
To note
Claire Amor – Secretary to the Committee | enclosure 7
AUD 54/18 |
| 10 | Papers from Tian Tian, Director of Finance as follows; | |
| | I. External Audit planning 2018-19
For discussion
Hays MacIntryre
NAO | enclosure 8
AUD 52/18 |
| | II. Financial Regulations review
For recommendation | enclosure 9
AUD 53/18 |
| 11 | Quality Assurance Department update
For discussion
Paula Lescott, Head of Quality Assurance | enclosure 10
AUD 55/18 |

- 12 Papers from Roy Dunn, Head of Business Process Improvement as follows;
- I. **Social Work Risk Register** enclosure 11
For discussion AUD 56/18
 - II. **Business Process Improvement report** enclosure 12
To note AUD 57/18
 - III. **BSI ISO9001 audit report** enclosure 13
To note AUD 58/18
- 13 **Any other business** verbal
Previously notified and agreed by the Chair
- 14 **Date & time of next meeting:** verbal
Tuesday 17 January 2019, 9.30 am
- 15 **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
16	C

- 16 **Private minutes of the Audit Committee meeting of 5 September and 5 November 2018** enclosure 14
For approval AUD 59/18
Claire Amor – Secretary to the Committee
- 17 **Any other business** verbal
Previously notified and agreed by the Chair