
Audit Committee 25 November 2010

Actions list

Executive summary and recommendations

Attached is an actions list as agreed at the last public meeting of this committee.

Decision

The Committee is requested to note the document. No decision is required.

Background information

Please refer to individual papers and minutes for the background to decisions.

Resource implications

None

Financial implications

None

Appendices

None

Date of paper

6 October 2010

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2010-10-06	a	AUD	PPR	Executive summary action points list public meeting Audit Committee 25 November 2010	Final DD: None	Public RD: None

Action points

Audit Committee - Public meeting

23 September 2010

	Action point (and location in the minutes)	For the attention of	Action by	Comments
1	Business Process Improvement report: Committee agreed that future reports should include a brief summary of corrective and preventive actions under the quality management system, to show how it benefited HPC's stakeholders. (6.4)	RD	Ongoing	
2	Internal audit workplan: Committee agreed that it should review the workplan at its next meeting, in the light of progress on transfer of functions from the General Social Care Council to HPC and progress on the regulation of psychotherapists and counsellors. (10.3)	CB	25 November 2010	See further paper on agenda for 25 November 2010.
3	Review of the Audit Committee's effectiveness: Committee agreed to give positive responses to questions on the checklist. A member would welcome guidance on a suitable training course. (11.3)	CB	25 November 2010	The Secretary to Committee has given guidance to the member on suitable training courses which are due to be held in 2011.
4	Audit Committee terms of reference: Committee agreed that the Executive should review suggested amendments against the terms of reference for the Finance and Resources Committee (to ensure that there was no overlap or conflict) and against the model terms of reference for an audit committee set out by HM Treasury. (12.4)	CB	25 November 2010	See further paper on agenda for 25 November 2010.

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5	<p>Risk appetite:</p> <p>Committee agreed that HPC should adopt a statement of risk appetite, including a statement that HPC took a 'cautious' approach to risk. The Committee noted that this was the second most cautious approach. The Committee agreed that the Executive should produce a paper for the next meeting listing the categories of risk appetite.</p> <p>(13.3)</p>	RD	25 November 2010	See further paper on agenda for 25 November 2010.
6	<p>Risk register update:</p> <p>Committee agreed that the risk register should show an overall summary of the risks facing HPC. The Committee also agreed that the Executive should consider whether the rating of risks after mitigation should be shown as a numerical score, rather than 'low', 'medium' or 'high'.</p> <p>(14.5)</p>	RD	16 March 2011	

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