

Audit Committee 27 February 2008

Actions List

Executive summary and recommendations

Introduction

Attached is the 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 minutes and papers for the background to each decision.

Resource implications

None

Financial implications

None

Background papers

None

Appendices

None

Date of paper

11 December 2007.

Action Points

Audit Committee - Public meeting

5 December 2007

	Action point (and location in the minutes)	For the attention of	Action by	Comments
1	Standing orders: Mr Kennett to provide wording for amendment to standing order 4(3)(b) to the Secretary to the Committee. (11.3)	Mr Kennett/ CB	13 December 2007	Actioned. Wording received for standing order 4(3)(b) and incorporated into standing orders. See action point 2 below.
2	Standing orders: Subject to proposed revision, Committee agreed proposed revisions. (11.4)	NO'S	13 December 2007	Actioned. Revised standing orders approved by Council on 13 December 2007.
3	Training for the committee: Agreed that training session should be held on 27 February 2008 and should focus on internal quality process used at HPC. (12.3)	CB	27 February 2008	Due to be held after the meeting on 27 February.