

## 25th MEETING OF THE BOARD OF DIRECTORS

### AGENDA

Monday 9 February 2009 from 9.00 am – 6.30 pm

National Institute of Accountants (New South Wales Division)  
Level 14, 447 Kent Street, Sydney, New South Wales, 2000

|          |     |  |     |
|----------|-----|--|-----|
| 9.00 am  | 1   | Present and Apologies *  | KS  |
|          | 2   | Minutes of Previous Meetings *   | KS  |
|          | 2.1 | Minutes from the meeting held 10 – 11 November 2008 (Attachment 1) *   | KS  |
|          | 2.2 | Minutes from the meeting held 20 November 2008 (Attachment 2) *  | KS  |
|          | 2.3 | Minutes from the meeting held 19 December 2008 (Attachment 3) *  | KS  |
|          | 2.4 | Minutes from the meeting held 24 December 2008 (Attachment 4) *  | KS  |
|          | 3   | Business Arising from Previous Meetings (Attachment 5) *   | RP  |
|          | 3.1 | Document Management Protocol (Attachment 6) *  | KS  |
|          | 4   | Chairperson's Report (Attachment 7) *  | KS  |
|          | 5   | Secretariat Manager's Report (Attachment 8) *  | RP  |
|          | 5.1 | Occupational Health & Safety (Attachment 9) *  | RP  |
|          | 6   | Senior Project Manager's Report (Attachment 10) *  | CW  |
|          | 7   | Financial Reports (October – December 2008) (Attachment 11)*   | RP  |
| 10.30 am |     | Morning Tea *  |     |
| 11.00 am | 8   | Other Business *   | All |
|          | 8.1 | Media Protocols (Attachment 12) *  | RP  |
|          | 8.2 | Risk Management and Internal Control Policy (Attachment 13) *  | RP  |
| 12.00 pm |     | Lunch and Presentation *   |     |
|          |     | <i>Mr Andrew Conway (Deputy Chief Executive Officer) and Peter Goujon (Manager, Member Integrity) of the National Institute of Accountants will provide an overview of the Quality Review Program to the Board</i> |     |

\* denotes items to be discussed in private

DAY ONE (continued)

|         |    |   |    |
|---------|----|---|----|
| 1.00 pm | 9  | Standards Development and Review  | CW |
|         |    | 9.1 2009 – 2010 Technical Work Program (Attachment 14)                                      | CW |
|         |    | 9.2 Issues Register (Attachment 15)   | CW |
|         |    | 9.3 APES 205 Six Month Review (Attachment 16)   | CW |
|         |    | 9.4 APES 220 Six Month Review (Attachment 17)   | CW |
|         |    | 9.5 APES 305 Six Month Review (Attachment 18)   | CW |
|         |    | 9.6 International Update (Attachment 19)  | CW |
| 3.00 pm |    | Afternoon Tea   |    |
| 3.15 pm |    | 9.7 ED 0X/09 Quality Control for Firms (Attachment 20)                                      | CW |
|         |    | 9.8 ED 0X/09 Trust Accounts (Attachment 21)   | CW |
|         |    | 9.9 Update on Proposed Standard APES 350 Due Diligence Committees (Attachment 22)           | CW |
| 6.00 pm | 10 | Other Business  | KS |
| 6.30 pm |    | Meeting Close   | KS |
|         |    | Next Meeting:   | KS |
|         |    | Planning Session March/April 2009 (Directors and Staff) (Sydney)<br>7 – 8 May 2009 (Sydney) |    |
| 7.30 pm |    | Staff and Board Dinner  |    |

\* *denotes items to be discussed in private*