

AGENDA PAPER

Item Number: 16
Date of Meeting: 29 January 2014
Subject: Annual review of APES 305 *Terms of Engagement*

Action Required **For Discussion** **For Information Only**

Purpose

In accordance with APESB's constitution an annual review of APES 305 *Terms of Engagement* needs to be performed to identify and resolve issues identified by stakeholders.

Background

Refer attached Annual Review Report.

Consideration of Issues

APESB Technical Staff have completed the following procedures to identify any issues associated with this Standard:

- Consulted with the Professional Bodies to identify whether Members or other stakeholders have raised any issues with the Professional Bodies in respect of APES 305;
- Reviewed the APESB Issues Register to identify whether stakeholders have reported any matters in relation to APES 305; and
- Performed an internal technical review of the Standard.

The issues identified as a result of completion of the above procedures have been addressed in the attached Annual Review Report.

Staff Recommendation

The Board note the Annual Review of APES 305 *Terms of Engagement*.

Material presented

Attachment 15 (a) Annual Review of APES 305 *Terms of Engagement*.

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Date: 14 January 2014