

**ACCOUNTING PROFESSIONAL & ETHICAL STANDARDS BOARD LIMITED**

**DRAFT MINUTES OF THE 2<sup>nd</sup> MEETING OF THE APES 325 RISK MANAGEMENT TASKFORCE**

**6<sup>th</sup> October 2009 from 3.00 PM – 3.50 PM**

**Teleconference**

**1. Present and Apologies**

Present:

Mr. Channa Wijesinghe (Chairperson), Mr. Paul Carter, Ms. Liz Giust, Mr. Peter Goujon, Mr. Jean-Marc Imbert, Ms. Catherine Kennedy, Mr. Gerard Meade, Ms. Maguy Nakhl, Dr. Gary Pflugrath, and Mr. Mark Wilson.

In Attendance:

Mr. Bob Sendt (Board Member), Mr. Erik Hopp

**2. Minutes of previous meeting**

The minutes of the Risk Management taskforce held by teleconference on 1<sup>st</sup> September 2009 were accepted with minor amendments.

**3. Discussion on Taskforce members views on Risk Management**

Taskforce members broadly discussed the nature of the issues raised following the last meeting that could form the basis of a risk management standard. This included a discussion about risk management issues which can be divided into three broad categories covering:

- Framework for a standard;
- Potential content for a standard focusing on certain risk management policies; and
- Particular risks that could be identified or used as illustrative examples.

There was general agreement that a principles based standard should be developed to cover at least the following matters:

- the need for a member in public practice to have a documented risk management policy;
- for that policy to be appropriately disseminated and adopted by staff; and
- the need for those policies to be revisited periodically to ensure that they are kept up-to-date.

Guidance provided in a proposed standard could include examples of different types of risks that need to be addressed in a risk management policy. There was general acknowledgement that risks change over time and that the nature of risks for different sized practices are likely to vary considerably. There was some concern expressed by taskforce members about being careful not to replicate requirements and guidance in the proposed risk management standard that already exists in other professional standards.

**4. Way forward**

- APESB staff to prepare an early draft of what the proposed risk management standard would look like including the key mandatory requirements and guidance at a high level for the consideration of the Board. This document will be circulated to the taskforce members to provide comments prior to the next APESB Board Meeting to be held on 16-17 November 2009;
- APESB staff to provide a project update for the next APESB Board Meeting.

**5. Close of meeting**

The next meeting of the taskforce will be convened in late November 2009.