

**Health Professions Council
Finance & Resources Committee 29th July 2005**

SECRETARY TO FINANCE AND RESOURCES AND AUDIT COMMITTEES

Executive Summary and Recommendations

Introduction

During the period of the Shadow HPC and the HPC during the First and Second Transitional Periods, HPC's Finance Director acted as Secretary to the Finance and Resources Committee and the Audit Committee.

The disadvantages to this arrangement were two-fold. Firstly, the Director of Finance had to present papers to the Committee and also keep a written record of the meetings. Secondly, the minutes were inconsistent with minutes of the statutory and non-statutory Committees which, with the current exception of the Communications Committee, are the responsibility of the Secretariat Department.

Decision

The Committee is asked to agree:

- i) That the secretariat function of the Finance and Resources and Audit Committees are managed by the HPC Secretariat Department.
- ii) That Mr Colin Bendall is appointed as Secretary to the Finance and Resources Committee and the Audit Committee.

Background information

None.

Resource implications

None.

Financial implications

None.

Background papers

None.

Appendices

Date of paper

22nd July 2005