

# The Health Professions Council

## Finance & Resources Remuneration & Audit Committee Meetings

**Wednesday 23<sup>rd</sup> March 2005 from 9 a.m.**

Meetings will take place as follows:

Council Chamber  
Health Professions Council  
Park House  
184 Kennington Park Road  
London  
SE11 4BU

Telephone: 020 7582 0866

Audit Committee	(8 <sup>th</sup> Meeting)	9 a.m.
Remuneration Committee	(3 <sup>rd</sup> Meeting)	10.30 a.m. Approximately
Buffet Lunch		12.00 noon Approximately
Finance & Resources Committee	(21 <sup>st</sup> Meeting)	12.30 p.m. Approximately

The Finance & Resources Committee will be held in two parts. Part One will be open to members of the public. Part Two will be held in private. The Audit Committee and Remuneration Committees will be held in private.

**Paul K H Baker FCA FCMI**  
**Secretary to the Audit, Remuneration and**  
**Finance & Resources Committees**

Health Professions Council  
Park House  
184 Kennington Park Road  
London SE11 4BU

Telephone: 020 7840 9704  
Fax: 020 7582 5814  
E-mail: paul.baker@hpc-uk.org

# FINANCE & RESOURCES COMMITTEE

## 23<sup>rd</sup> MARCH 2005

### DRAFT AGENDA

#### Open to Members of the Public

- |                                                                                                                                   |                                   |
|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>1 Apologies for Absence</b>                                                                                                    | Verbal                            |
| <b>2 Approval of Agenda</b>                                                                                                       | Verbal                            |
| <b>3 Approval of Minutes of the Meeting held on 11<sup>th</sup> February 2005</b><br>From Secretary to the Committee – Paul Baker | Enclosure 1<br>Paper HPC/FRC16/05 |
| <b>4 Matters arising (not otherwise dealt with elsewhere)</b><br>From Secretary to the Committee – Paul Baker                     | Enclosure 2<br>Paper HPC/FRC17/05 |
| <b>5 Finance and Office Services Report</b><br>From Secretary to the Committee – Paul Baker                                       | Enclosure 3<br>Paper HPC/FRC18/05 |
| <b>6 Information and IT Department Report</b><br>From Director of Information – Roy Dunn                                          | Enclosure 4<br>Paper HPC/FRC19/05 |
| <b>7 Human Resources Department Report</b><br>From Human Resources Manager – Larissa Foster<br>and Partner Manager – Liz McKell   | Enclosure 5<br>Paper HPC/FRC20/05 |

#### ITEMS FOR DISCUSSION/DECISION

- |                                                                                                                        |                                   |
|------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>8 Attendance Allowances for Cancelled Fitness to Practise Cases</b><br>From Secretary to the Committee – Paul Baker | Enclosure 6<br>Paper HPC/FRC21/05 |
| <b>9 VAT on attendance allowances</b><br>From Secretary to the Committee – Paul Baker                                  | Enclosure 7<br>Paper HPC/FRC22/05 |
| <b>10 Report on the Audit Committee</b><br>From Chairman of the Committee – Sandy Yule                                 | Enclosure 8<br>Paper HPC/FRC23/05 |

#### ITEMS TO NOTE

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>11 Management Accounts to 31<sup>st</sup> January 2005</b><br>From Secretary to the Committee – Paul Baker                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Enclosure 9<br>Paper HPC/FRC24/05  |
| <b>12 Management Accounts to 28<sup>th</sup> February 2005</b><br>From Secretary to the Committee – Paul Baker                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Enclosure 10<br>Paper HPC/FRC25/05 |
| <b>13 Any Other Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |
| <b>14 Date and Time of Next Meeting</b><br>Thursday 28 <sup>th</sup> April 2005<br><b>Subsequent Meetings:</b><br>Thursday 28 <sup>th</sup> June 2005 – preceded by the Audit Committee<br>Friday 29 <sup>th</sup> July 2005<br>Tuesday 20 <sup>th</sup> September 2005<br>Monday 21 <sup>st</sup> November 2005 – preceded by the Audit Committee<br>Wednesday 8 <sup>th</sup> February 2006<br>Wednesday 22 <sup>nd</sup> March 2006 – preceded by the Remuneration and Audit Committees<br>Thursday 27 <sup>th</sup> April 2006<br>Thursday 22 <sup>nd</sup> June 2006 – preceded by the Audit Committee |                                    |

**Resolution**

The Committee is invited to adopt the following: “The Committee hereby resolves that the next part of the meeting shall be held in private because publicity would be prejudicial to the public interest, by reason of the confidential nature of the business transacted.”