

Finance and Resources Committee Meeting

Wednesday 6 February 2008

10.30 am

The 41st meeting of the Finance and Resources Committee will be held at the following location:

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

The Finance and Resources Committee meeting will be held in two parts. Part one will be open to members of the public. Part two will be held in private.

Colin Bendall,
Secretary to the Committee
30 January 2008

Health Professions Council
Park House
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London SE11 4BU

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Agenda – Part one – Open to members of the public

1. **Apologies for absence** verbal
2. **Approval of agenda** verbal
3. **Minutes of the Finance and Resources Committee meeting held on 20 November 2007** enclosure 1
from Colin Bendall - Secretary to the Committee paper FRC 1/08
4. **Matters arising** enclosure 2
from Colin Bendall - Secretary to the Committee paper FRC 2/08
5. **Finance and Facilities Management report** enclosure 3
from Simon Leicester - Director of Finance paper FRC 3/08
6. **Human Resources report** enclosure 4
from Larissa Foster – Director of Human Resources paper FRC 4/08
7. **Partner Manager report** enclosure 5
from Yasmin Hussain - Partner Manager paper FRC 5/08
8. **Information Technology report** enclosure 6
from Guy Gaskins - Director of Information Technology paper FRC 6/08
9. **Operations report** enclosure 7
from Greg Ross-Sampson - Director of Operations paper FRC 7/08

Items for discussion/approval

10. **Fees rise consultation document** enclosure 8
from Michael Guthrie – Policy Manager paper FRC 8/08
11. **Investments policy** enclosure 9
from Simon Leicester – Director of Finance paper FRC 9/08
12. **Partner reappointments** enclosure 10
from Yasmin Hussain – Partner Manager paper FRC 10/08
13. **Invoice/Purchase order signatories update** enclosure 11
from Charlotte Milner – Financial Controller paper FRC 11/08

Items to note

14. **22-26 Stannary Street project: Progress report** enclosure 12
from Steve Hall - Facilities Manager paper FRC 12/08

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2007-12-17	a	F&R	AGD	Agenda Finance and Resources Committee 6 February 2008 public meeting	Final DD: None	Public RD: None

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| 15. | December 2007 management accounts
from Charlotte Milner – Financial Controller | enclosure 13
paper FRC 13/08 |
| 16. | Nine month reforecast for year to 31 March 2008
from Charlotte Milner – Financial Controller | enclosure 14
paper FRC 14/08 |
| 17. | Financial procedures review
from Simon Leicester – Director of Finance | enclosure 15
paper FRC 15/08 |
| 18. | Reappointment of accountant members
from Colin Bendall – Secretary to the Committee | enclosure 16
paper FRC 16/08 |
| 19. | 22-26 Stannary Street: Value Added Tax
from Simon Leicester – Director of Finance | enclosure 16 a
paper FRC 16/08 a |

Items for information

None.

20. **Any other business**
Previously notified to and agreed by the Chairman
21. **Date and time of next meeting**
10.30 am on Thursday 6 March 2008 (Remuneration Committee)

Subsequent meetings at 10.30 am:

Wednesday 19 March 2008
 Thursday 24 April 2008
 Thursday 19 June 2008
 Thursday 31 July 2008
 Thursday 18 September 2008
 Monday 17 November 2008
 Wednesday 4 February 2009
 Thursday 5 March 2009 (Remuneration Committee)
 Monday 16 March 2009
 Thursday 23 April 2009 (discretionary meeting)
 Tuesday 23 June 2009

Resolution

The Committee is invited to adopt one or more of the following:

"The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to one or more of the following;

- (1) information relating to a registrant, former registrant or applicant for registration;

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- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) any other matter which, in the opinion of the Chairman, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions."

This document is available in alternative formats on request.

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