

The Health Professions Council Finance & Resources Committee Meeting

Monday 20 November 2006

10.30 am

The 33rd meeting of the Finance and Resources Committee will be held at the following location:

The Council Chamber
The 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
13 November 2006

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

Telephone: 020 7840 9710
Fax: 020 7820 9807
email: colin.bendall@hpc-uk.org

Agenda – Part One – Open to Members of the Public

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| 1. | Apologies for Absence | Verbal |
| 2. | Approval of Agenda | Verbal |
| 3. | Minutes of the Finance and Resources Committee meeting held on 18 September 2006
(Circulated electronically on 6 October 2006 and agreed by members)
From Colin Bendall - Secretary to the Committee | Enclosure 1
Paper FRC 108/06 |
| 4. | Matters Arising
From Colin Bendall - Secretary to the Committee | Enclosure 2
Paper FRC 109/06 |
| 5. | Presentation from HPC Investment Manager
From James Minett - Rensburg Sheppards | Verbal |
| 6. | Finance and Facilities Management Report
From Simon Leicester - Finance Manager | Enclosure 3
Paper FRC 110/06 |
| 7. | Human Resources Department Report
From Larissa Foster – Human Resources Manager | Enclosure 4
Paper FRC 111/06 |
| 8. | Partner Manager Report
From Yasmin Hussain - Partner Manager | Enclosure 5
Paper FRC 112/06 |
| 9. | Corporate Services Report
From Roy Dunn - Director of Corporate Services | Enclosure 6
Paper FRC 113/06 |
| 10. | Operations Report
From Greg Ross-Sampson - Director of Operations | Enclosure 7
Paper FRC 114/06 |
| <u>Items for Discussion/Approval</u> | | |
| 11. | Provision of Legal Services
From Marc Seale - Chief Executive and Registrar | Enclosure 8
Paper FRC 115/06 |
| 12. | Investment Policy Review
From Simon Leicester - Finance Manager | Enclosure 9
Paper FRC 116/06 |
| 13. | Pension Fund Update
From Simon Leicester - Finance Manager | Enclosure 10
Paper FRC 117/06 |
| 14. | Project Reporting
From Simon Leicester - Finance Manager and Claire Phillips - Project Manager | Enclosure 11
Paper FRC 118/06 |
| 15. | Project Management at HPC
From Claire Phillips - Project Manager | Enclosure 12
Paper FRC 119/06 |

16. **Direct Debit Name Change** Enclosure 13
From Simon Leicester - Finance Manager Paper FRC 120/06
17. **Draft Financial Regulations** Enclosure 14
From Marc Seale - Chief Executive and Registrar Paper FRC 121/06
18. **LISA Registration System Annual Support Cost** Enclosure 15
From Roy Dunn - Director of Corporate Services Paper FRC 122/06

Items to Note

19. **Costing Model Update** Enclosure 16
From Simon Leicester - Finance Manager Paper FRC 123/06
20. **HPC Partial Disaster Recovery Invocation, 9-10 October 2006** Enclosure 17
From Roy Dunn - Director of Corporate Services Paper FRC 124/06
21. **September 2006 Management Accounts** Enclosure 18
From Charlotte Milner - Management Accountant Paper FRC 125/06
22. **Financial Procedures - Revised** Enclosure 19
From Manj Cheema - Financial Accountant Paper FRC 126/06
23. **Dates of Committee Meetings 2007-8** Enclosure 20
From Colin Bendall - Secretary to the Committee Paper FRC 127/06
24. **Update on the Project to Refurbish 22-26 Stannary Street** Enclosure 21
From Marc Seale - Chief Executive and Registrar Paper FRC 128/06

Items for Information

25. **Analysis of Age and Gender of Registrants** Enclosure 22
From Tom Berrie - Information Services Manager Paper FRC 129/06
26. **Any Other Business**
Previously Notified to and Agreed by the Chairman
27. **Date & Time of Next Meeting**
10.30 am on Wednesday 7 February 2007

Subsequent Meetings at 10.30 am:

Thursday 8 March 2007 (Remuneration Committee)

Wednesday 21 March 2007

Thursday 26 April 2007

Thursday 21 June 2007

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;
- (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."