

The Health Professions Council Finance & Resources Committee Meeting

Monday 18 September 2006

10.30 am

The 32nd 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
11 September 2006

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

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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 28 July 2006
(Circulated electronically on 23 August 2006 and agreed by members)
From Colin Bendall - Secretary to the Committee | Enclosure 1
Paper FRC 90/06 |
| 4. | Matters Arising
From Colin Bendall - Secretary to the Committee | Enclosure 2
Paper FRC 91/06 |
| 5. | Finance and Facilities Management Report
From Simon Leicester - Finance Manager | Enclosure 3
Paper FRC 92/06 |
| 6. | Human Resources Department Report
From Larissa Foster – Human Resources Manager | Enclosure 4
Paper FRC 93/06 |
| 7. | Partner Manager Report
From Yasmin Hussain - Partner Manager | Enclosure 5
Paper FRC 94/06 |
| 8. | Corporate Services Report
From Roy Dunn - Director of Corporate Services | Enclosure 6
Paper FRC 95/06 |
| 9. | Operations Report
From Greg Ross-Sampson - Director of Operations | Enclosure 7
Paper FRC 96/06 |
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<u>Items for Discussion/Approval</u> | | |
| 10. | Five Year Plan
From Simon Leicester - Finance Manager | Enclosure 8
Paper FRC 97/06 |
| 11. | Fee Change
From Simon Leicester - Finance Manager | Enclosure 9
Paper FRC 98/06 |
| 12. | Registrations Creditors Policy
From Manj Cheema - Financial Accountant | Enclosure 10
Paper FRC 99/06 |
| 13. | Registrations Debtors Policy
From Manj Cheema - Financial Accountant | Enclosure 11
Paper FRC 100/06 |
| 14. | Employee Gifts and Inducements Policy
From Larissa Foster - Human Resources Manager | Enclosure 12
Paper FRC 101/06 |
| 15. | Proposed Amendments to Employee Handbook: Public Interest Disclosure Act (Whistleblowing) Policy
From Larissa Foster - Human Resources Manager | Enclosure 13
Paper FRC 102/06 |

Items to Note

16. **Summary of Cost Allocations in PKF Costing Model** Enclosure 14
From Simon Leicester - Finance Manager Paper FRC 103/06
17. **Management Accounts** Enclosure 15
From Simon Leicester - Finance Manager Paper FRC 104/06

Items for Information

None.

18. **Any Other Business**
Previously Notified to and Agreed by the Chairman
19. **Date & Time of Next Meeting**
10.30 am on Monday 20 November 2006

Subsequent Meetings at 10.30 am:

Wednesday 7 February 2007
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."