

Finance and Resources Committee Meeting

Wednesday 19 March 2008

10.30 am

The 43rd 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
12 March 2008

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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 6 February 2008** enclosure 1
from Colin Bendall - Secretary to the Committee paper FRC 20/08
4. **Matters arising** enclosure 2
from Colin Bendall - Secretary to the Committee paper FRC 21/08
5. **Finance and Facilities Management report** enclosure 3
from Simon Leicester - Director of Finance paper FRC 22/08
6. **Human Resources report** enclosure 4
from Larissa Foster – Director of Human Resources paper FRC 23/08
7. **Partner Manager report** enclosure 5
from Yasmin Hussain - Partner Manager paper FRC 24/08
8. **Information Technology report** enclosure 6
from Guy Gaskins - Director of Information Technology paper FRC 25/08
9. **Operations report** enclosure 7
from Greg Ross-Sampson - Director of Operations paper FRC 26/08

Items for discussion/approval

10. **Budget for year 1 April 2008 – 31 March 2009** enclosure 8
from Charlotte Milner – Financial Controller paper FRC 27/08
11. **Fee rise 2009: Update** enclosure 9
from Simon Leicester – Director of Finance paper FRC 28/08
12. **Finance and Facilities Management workplan** enclosure 10
from Simon Leicester – Director of Finance paper FRC 29/08
13. **Human Resources strategy and workplan** enclosure 11
from Larissa Foster – Director of Human Resources paper FRC 30/08
14. **Information Technology workplan** enclosure 12
from Guy Gaskins – Director of Information Technology paper FRC 31/08

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2008-02-22	a	F&R	AGD	Agenda Finance and Resources Committee 19 March 2008 public meeting	Final DD: None	Public RD: None

- 15. **Registration workplan**
from Richard Houghton – Head of Registration enclosure 13
paper FRC 32/08
- 16. **Projects workplan**
from Claire Phillips – Projects Manager enclosure 14
paper FRC 33/08
- 17. **Approvals and Monitoring Department workplan**
From Abigail Creighton – Head of Education enclosure 15
paper FRC 34/08
- 18. **President's fees**
from Marc Seale – Chief Executive and Registrar enclosure 16
paper FRC 35/08

Items to note

- 19. **22-26 Stannary Street project: Progress report**
from Steve Hall - Facilities Manager enclosure 17
paper FRC 36/08
- 20. **January 2008 management accounts**
from Charlotte Milner – Financial Controller enclosure 18
paper FRC 37/08
- 21. **Model for estimating hearing days and room hire**
from Kelly Johnson – Director of Fitness to Practise enclosure 19
paper FRC 38/08

Items for information

None.

- 22. **Any other business**
Previously notified to and agreed by the Chairman
- 23. **Date and time of next meeting**
10.30 am on Thursday 24 April 2008

Subsequent meetings at 10.30 am:

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:

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2008-02-22	a	F&R	AGD	Agenda Finance and Resources	Final	Public
				Committee 19 March 2008 public meeting	DD: None	RD: None

"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."

This document is available in alternative formats on request.

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2008-02-22	a	F&R	AGD	Agenda Finance and Resources Committee 19 March 2008 public meeting	Final DD: None	Public RD: None