

## Finance and Resources Committee Meeting

Monday 17 November 2008

10.30 am

The 47th 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**  
10 November 2008

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**

1. **Apologies for absence** verbal
2. **Approval of agenda** verbal
3. **Minutes of the Finance and Resources Committee meeting held on 18 September 2008** enclosure 1  
from Colin Bendall - Secretary to the Committee paper FRC 106/08
4. **Matters arising** enclosure 2  
from Colin Bendall - Secretary to the Committee paper FRC 107/08
5. **Finance report** enclosure 3  
from Simon Leicester - Director of Finance paper FRC 108/08
6. **Human Resources report** enclosure 4  
from Larissa Foster – Director of Human Resources paper FRC 109/08
7. **Partner Manager report** enclosure 5  
from Kathryn Neuschafer – Partner Manager paper FRC 110/08
8. **Information Technology report** enclosure 6  
from Guy Gaskins - Director of Information Technology paper FRC 111/08
9. **Operations report** enclosure 7  
from Greg Ross-Sampson - Director of Operations paper FRC 112/08

## **Items for discussion/approval**

10. **Proposal for the introduction of childcare vouchers scheme** enclosure 8  
from Larissa Foster – Director of Human Resources paper FRC 113/08
11. **Investment report** enclosure 9  
from Simon Leicester – Director of Finance paper FRC 114/08
12. **Projected registrant numbers** enclosure 10  
from Michael Guthrie – Head of Policy and Standards paper FRC 115/08
13. **Five year plan** enclosure 11  
from Simon Leicester – Director of Finance and  
Charlotte Milner – Financial Controller paper FRC 116/08
14. **Integrating new professions into the HPC renewal cycle** enclosure 12  
from Richard Houghton – Head of Registration paper FRC 117/08

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2008-10-24	a	F&R	AGD	Agenda Finance and Resources Committee 17 November 2008 public meeting	Final DD: None	Public RD: None

## Items to note

15. **Finance System Upgrade**  
from Simon Leicester - Director of Finance enclosure 13  
paper FRC 118/08
16. **VAT deregistration update**  
from Simon Leicester – Director of Finance enclosure 14  
paper FRC 119/08
17. **Financial procedures update**  
from Simon Leicester – Director of Finance enclosure 15  
paper FRC 120/08
18. **Capita Hartshead Flexiplan scheme**  
from Simon Leicester – Director of Finance enclosure 16  
paper FRC 121/08
19. **Council for Professions Supplementary to Medicine  
pension scheme**  
from Niamh O’Sullivan – Secretary to Council enclosure 17  
paper FRC 122/08
20. **Employee attitude survey 2008**  
from Larissa Foster – Director of Human Resources enclosure 18  
paper FRC 123/08
21. **Six month reforecast for year to 31 March 2009**  
from Charlotte Milner – Financial Controller enclosure 19  
paper FRC 124/08
22. **September 2008 management accounts**  
from Charlotte Milner – Financial Controller enclosure 20  
paper FRC 125/08
23. **Online renewals and applications update**  
from Greg Ross-Sampson – Director of Operations enclosure 21  
paper FRC 126/08
24. **Development work on online renewals system: Presentation** verbal  
from Paul Schwartzfeger and Simon Griffin – Etre Ltd

## Items for information

None.

25. **Any other business**  
Previously notified to and agreed by the Chairman
26. **Date and time of next meeting**  
10.30 am on Wednesday 4 February 2009

**Subsequent meetings at 10.30 am:**  
Thursday 5 March 2009 (Remuneration Committee)  
Monday 16 March 2009

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Thursday 23 April 2009 (discretionary meeting)  
Tuesday 23 June 2009  
Thursday 30 July 2009  
Tuesday 15 September 2009  
Tuesday 17 November 2009  
Wednesday 10 February 2010  
Thursday 4 March 2010 (Remuneration Committee only)  
Wednesday 17 March 2010  
Thursday 29 April 2010  
Thursday 17 June 2010  
Thursday 29 July 2010

## 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.'

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