

<b>Finance and Resources Committee</b>
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**The 56th meeting of the Finance and Resources Committee will take place as follows:**

**Date:** Wednesday 17 March 2010

**Time:** 10:30 am

**Venue:** The Council Chamber, Health Professions Council, Park House, 184  
Kennington Park Road, London SE11 4BU

**Members:** Mr Richard Kennett (Chair)  
Mrs Mary Clark-Glass  
Dr Malcolm Cross  
Mrs Sheila Drayton  
Ms Julia Drown  
Professor John Harper  
Dr Arun Midha  
Mr Keith Ross  
Ms Eileen Thornton  
Mr Neil Willis

**Enquiries:** Colin Bendall, Secretary to the Committee  
020 7840 9710  
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## Part 1 – Public Agenda

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|-------------------------------|---|---------------------------|
| 1                             | <b>Apologies for absence</b>  | verbal                    |
| 2                             | <b>Approval of agenda</b>   | verbal                    |
| 3                             | <b>Declaration of members' interests</b>  | verbal                    |
| 4                             | <b>Minutes of the Finance and Resources Committee meeting of 10 February 2010</b><br>Colin Bendall – Secretary to the Committee | enclosure 1<br>FRC 17/10  |
| 5                             | <b>Matters arising</b><br>Colin Bendall – Secretary to the Committee  | enclosure 2<br>FRC 18/10  |
| 6                             | <b>Finance report</b><br>Gary Butler – Director of Finance  | enclosure 3<br>FRC 19/10  |
| 7                             | <b>Human Resources report</b><br>Teresa Haskins – Director of Human Resources   | enclosure 4<br>FRC 20/10  |
| 8                             | <b>Partner Manager report</b><br>Kathryn Neuschafer – Partner Manager   | enclosure 5<br>FRC 21/10  |
| 9                             | <b>Information Technology report</b><br>Guy Gaskins – Director of Information Technology  | enclosure 6<br>FRC 22/10  |
| 10                            | <b>Operations report</b><br>Greg Ross-Sampson – Director of Operations  | enclosure 7<br>FRC 23/10  |
| Items for discussion/approval |   |                           |
| 11                            | <b>Budget for 2010 –2011: Projected registrant numbers</b><br>Marc Seale – Chief Executive and Registrar                        | enclosure 8<br>FRC 24/10  |
| 12                            | <b>Budget for 2010-2011: Narrative</b><br>Marc Seale – Chief Executive and Registrar  | enclosure 9<br>FRC 25/10  |
| 13                            | <b>Budget for 2010-2011: Financial information</b><br>Gary Butler – Director of Finance   | enclosure 10<br>FRC 26/10 |
| 14                            | <b>Finance department workplan</b><br>Gary Butler – Director of Finance   | enclosure 11<br>FRC 27/10 |
| 15                            | <b>Human Resources workplan</b><br>Teresa Haskins – Director of Human Resources   | enclosure 12<br>FRC 28/10 |

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|----|--|---------------------------|
| 16 | <b>Information Technology workplan</b><br>Guy Gaskins – Director of Information Technology | enclosure 13<br>FRC 29/10 |
| 17 | <b>Registration department workplan</b><br>Richard Houghton – Head of Registration         | enclosure 14<br>FRC 30/10 |
| 18 | <b>Projects workplan</b><br>Claire Reed – Projects Manager                                 | enclosure 15<br>FRC 31/10 |
| 19 | <b>Expenses policies</b><br>Louise Hart – Secretary to Council                             | enclosure 16<br>FRC 32/10 |

#### Items to note

None

#### Items for information

None

- 20 **Any other business**  
Previously notified and agreed by the Chairman
- 21 **Date & time of next meeting:**  
10.30 am Thursday 29 April 2010

#### **Subsequent meetings at 10.30 am:**

Thursday 29 April 2010  
 Thursday 17 June 2010  
 Thursday 29 July 2010  
 Monday 6 September 2010  
 Monday 22 November 2010  
 Thursday 27 January 2011  
 Thursday 3 March 2011 (Remuneration Committee only)  
 Thursday 17 March 2011  
 Thursday 28 April 2011  
 Tuesday 21 June 2011  
 Wednesday 7 September 2011  
 Thursday 24 November 2011

#### **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;

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2010-02-16	a	F&R	AGD	Finance and Resources Committee agenda 17 March 2010	Draft DD: None	Public RD: None

- (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.'

Item	Reason for Exclusion
22	3, 5
23	3, 5
24	3
25	5

## Part 2 – Private Agenda

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|-------------------------------|---|---------------------------|
| 22                            | <b>Minutes of the private part of the Finance and Resources Committee of 10 February 2010</b><br>Colin Bendall – Secretary to the Committee | enclosure 17<br>FRC 33/10 |
| 23                            | <b>Matters arising</b><br>Colin Bendall – Secretary to the Committee  | verbal                    |
| Items for discussion/approval |   |                           |
| None.                         |   |                           |
| Items to note                 |   |                           |
| 24                            | <b>Office accommodation</b><br>Gary Butler – Director of Finance  | enclosure 18<br>FRC 34/10 |
| 25                            | <b>Capita Flexiplan pension scheme: Update</b><br>Gary Butler – Director of Finance   | enclosure 19<br>FRC 35/10 |
| 26                            | <b>Any other business</b><br>Previously notified and agreed by the Chairman   |                           |

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