

Finance and Resources Committee

The 64th meeting of the Finance and Resources Committee will take place as follows:

Date: Tuesday 21 June 2011

Time: 10:30 am

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

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

Enquiries: Steve Rayner, Acting Secretary to the Committee
020 7840 9785
steve.rayner@hpc-uk.org

Part 1 – Public Agenda

1	Apologies for absence	verbal
2	Approval of agenda	verbal
3	Declaration of members' interests	verbal
4	Minutes of the Finance and Resources Committee meeting of 17 March 2011 Steve Rayner - Acting Secretary to the Committee	enclosure 1 FRC 41/11
5	Matters arising Steve Rayner - Acting Secretary to the Committee	enclosure 2 FRC 42/11
6	Finance report Gary Butler – Director of Finance	enclosure 3 FRC 43/11
7	Human Resources report Teresa Haskins – Director of Human Resources	enclosure 4 FRC 44/11
8	Partner Manager report Kathryn Neuschafer – Partner Manager	enclosure 5 FRC 45/11
9	Information Technology report Guy Gaskins – Director of Information Technology	enclosure 6 FRC 46/11
10	Operations report Greg Ross-Sampson – Director of Operations	enclosure 7 FRC 47/11
Items for discussion/approval		
11	Draft annual report 2010-11 Gary Butler – Director of Finance	enclosure 8 FRC 48/11
12	Transfer of regulatory functions from General Social Care Council to HPC Marc Seale – Chief Executive and Registrar	enclosure 9 FRC 49/11
13	Expenses policies Gary Butler – Director of Finance	enclosure 10 FRC 50/11
14	Partner complaints procedure Teresa Haskins – Director of Human Resources	enclosure 11 FRC 51/11

Items to note

- | | | |
|----|--|---------------------------|
| 15 | Council for Healthcare Regulatory Excellence statutory levy
Marc Seale – Chief Executive and Registrar | enclosure 12
FRC 52/11 |
| 16 | Project assessment - equality and diversity impact assessment
Greg Ross-Sampson – Director of Operations | enclosure 13
FRC 53/11 |
| 17 | Equality and Diversity annual statistics – Employees and partners
Teresa Haskins – Director of Human Resources | enclosure 14
FRC 54/11 |
| 18 | Internal audit report – financial systems
Gary Butler – Director of Finance | enclosure 15
FRC 55/11 |
| 19 | Annual report on changes to Human Resources policies
Teresa Haskins – Director of Human Resources | enclosure 16
FRC 56/11 |
| 20 | Exit interview report 2010-11
Teresa Haskins – Director of Human Resources | enclosure 17
FRC 57/11 |
| 21 | Annual review of actions taken in 2010-11: Public meetings
Steve Rayner - Acting Secretary to the Committee | enclosure 18
FRC 58/11 |
| 22 | Any other business
Previously notified and agreed by the Chair | |
| 23 | Date & time of next meeting:
10.30 am Wednesday 7 September 2011 | |

Subsequent meetings at 10.30 am:

Thursday 24 November 2011
 Thursday 26 January 2012
 Thursday 1 March 2012 (Remuneration Committee only)
 Thursday 15 March 2012
 Thursday 26 April 2012
 Tuesday 19 June 2012
 Thursday 19 July 2012
 Tuesday 11 September 2012
 Tuesday 20 November 2012

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2011-04-05	a	F&R	AGD	Finance and Resources Committee agenda 23 June 2011	Final DD: None	Public RD: None

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 Chair, 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
24	3, 4
25	3, 4
26	4
27	3

Part 2 – Private Agenda

- 24 **Minutes of the private part of the Finance and Resources Committee of 17 March 2011** enclosure 19
Steve Rayner - Acting Secretary to the Committee FRC 59/11

- 25 **Matters arising**
Steve Rayner - Acting Secretary to the Committee verbal

Items for discussion/approval

- 26 **Transfer of regulatory functions from General Social Care Council to HPC** enclosure 20
Marc Seale – Chief Executive and Registrar FRC 60/11

Items to note

- 27 **Annual review of actions taken in 2010-11: Private meetings** enclosure 21
Steve Rayner - Acting Secretary to the Committee FRC 61/11

- 28 **Any other business** verbal
Previously notified and agreed by the Chair

This document is available in alternative formats on request.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2011-04-05	a	F&R	AGD	Finance and Resources Committee agenda 23 June 2011	Final DD: None	Public RD: None