

<p style="text-align: center;">Finance and Resources Committee</p>

The 63rd meeting of the Finance and Resources Committee will take place as follows:

Date: Thursday 17 March 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: Colin Bendall, Secretary to the Committee
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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 27 January 2011 Colin Bendall – Secretary to the Committee	enclosure 1 FRC 18/11
5	Matters arising Colin Bendall – Secretary to the Committee	enclosure 2 FRC 19/11
6	Finance report Gary Butler – Director of Finance	enclosure 3 FRC 20/11
7	Human Resources report Teresa Haskins – Director of Human Resources	enclosure 4 FRC 21/11
8	Partner Manager report Kathryn Neuschafer – Partner Manager	enclosure 5 FRC 22/11
9	Information Technology report Guy Gaskins – Director of Information Technology	enclosure 6 FRC 23/11
10	Operations report Greg Ross-Sampson – Director of Operations	enclosure 7 FRC 24/11
Items for discussion/approval		
11	Draft budget 2011-12 Gary Butler – Director of Finance	enclosure 8 FRC 25/11
12	Financial reserves policy Gary Butler – Director of Finance	enclosure 9 FRC 26/11
13	Finance department workplan Gary Butler – Director of Finance	enclosure 10 FRC 27/11
14	Human Resources workplan Teresa Haskins – Director of Human Resources	enclosure 11 FRC 28/11
15	Information Technology workplan Guy Gaskins – Director of Information Technology	enclosure 12 FRC 29/11

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2011-01-31	a	F&R	AGD	Finance and Resources Committee agenda 17 March 2011	Final DD: None	Public RD: None

- 16 **Registration department workplan** enclosure 13
Richard Houghton – Head of Registration FRC 30/11
- 17 **Projects workplan** enclosure 14
Denis Risman – Projects Manager FRC 31/11
- 18 **Business Process Improvement workplan** enclosure 15
Roy Dunn – Head of Business Process Improvement FRC 32/11
- 19 **Transfer of regulatory functions from General Social Care Council to HPC** enclosure 16
Colin Bendall – Secretary to the Committee FRC 33/11
- 20 **Social media policy for employees** enclosure 17
Teresa Haskins – Director of Human Resources FRC 34/11

Items to note

- 21 **Costs to date for Health Bill Project** enclosure 18
Gary Butler – Director of Finance FRC 35/11
- 22 **Registrant population figures** enclosure 19
Tom Berrie – Information Services Manager FRC 36/11

Items for information

- 23 **Implementation of ISO 27001:2005 standard (Information Security Management)** enclosure 20
Roy Dunn – Head of Business Process Improvement FRC 37/11
- 24 **Any other business**
Previously notified and agreed by the Chair
- 25 **Date & time of next meeting:**
10.30 am Thursday 28 April 2011

Subsequent meetings at 10.30 am:

Thursday 17 March 2011
Thursday 28 April 2011
Tuesday 21 June 2011
Wednesday 7 September 2011
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

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Thursday 19 July 2012
Tuesday 11 September 2012
Tuesday 20 November 2012

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
26	3, 4, 8
27	3, 4, 8
28	4

Part 2 – Private Agenda

26 **Minutes of the private part of the Finance and Resources Committee of 27 January 2011** enclosure 21
Colin Bendall – Secretary to the Committee FRC 38/11

27 **Matters arising** enclosure 22
Colin Bendall – Secretary to the Committee FRC 39/11

Items for discussion/approval

28 **Transfer of regulatory functions from General Social Care Council to HPC** enclosure 23
Colin Bendall – Secretary to the Committee FRC 40/11

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29 **Any other business**

verbal

Previously notified and agreed by the Chair (To include a progress report on Office Accommodation)

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