

# FINANCE & RESOURCES COMMITTEE

17<sup>th</sup> March 2004

## DRAFT AGENDA

### Part One – Open to Members of the Public

- |   |   |                                   |
|---|---|-----------------------------------|
| 1 | <b>Apologies for Absence</b>  | Verbal                            |
| 2 | <b>Approval of Agenda</b>   | Verbal                            |
| 3 | <b>Approval of Minutes of the Meeting held on 12<sup>th</sup> February 2004</b><br>From Secretary to the Committee – Paul Baker | Enclosure 1<br>Paper HPC/FRC13/04 |
| 4 | <b>Matters arising (not otherwise dealt with elsewhere)</b><br>From Secretary to the Committee – Paul Baker                     | Enclosure 2<br>Paper HPC/FRC14/04 |
| 5 | <b>Committee Structure</b><br>From Secretary to the Committee – Paul Baker  | Enclosure 3<br>Paper HPC/FRC15/04 |

#### ITEMS FOR DISCUSSION/APPROVAL

- |   |   |                                   |
|---|---|-----------------------------------|
| 6 | <b>IT Report</b><br>From Director of Information – Roy Dunn   | Enclosure 4<br>Paper HPC/FRC16/04 |
| 7 | <b>List of Suppliers and Estimates/Tendering Parameters</b><br>From Secretary to the Committee – Paul Baker | Enclosure 5<br>Paper HPC/FRC17/04 |

#### ITEMS TO NOTE

- |    |  |                                   |
|----|--|-----------------------------------|
| 8  | <b>Management Accounts to 31<sup>st</sup> January 2004</b><br>From Secretary to the Committee – Paul Baker | Enclosure 6<br>Paper HPC/FRC18/04 |
| 9  | <b>Human Resources Report</b><br>From Human Resources Director – Denise Thompson                           | Enclosure 7<br>Paper HPC/FRC19/04 |
| 10 | <b>Any Other Business</b>  |                                   |
| 11 | <b>Date and Time of Next Meeting</b><br>Thursday 29 <sup>th</sup> April 2004 at 11 a.m.                    |                                   |

#### Subsequent Meetings:

Thursday 24<sup>th</sup> June  
Tuesday 27<sup>th</sup> July  
Tuesday 21<sup>st</sup> September  
Tuesday 23<sup>rd</sup> November  
Friday 11<sup>th</sup> February 2005  
Wednesday 23<sup>rd</sup> March 2005

#### Resolution

The Committee is invited to adopt the following:

“The Committee hereby resolves that the next part of the meeting shall be held in private because publicity would be prejudicial to the public interest, by reason of the confidential nature of the business transacted.”