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Finance and Resources Committee 30 July 2009

Actions list

Executive summary and recommendations

Attached is an actions list as agreed at the last public meeting of this committee.

**Decision**

The Committee is requested to note the document. No decision is required.

**Background information**

Please refer to individual papers and minutes for the background to decisions.

**Resource implications**

None

**Financial implications**

None

**Appendices**

None

**Date of paper**

6 July 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-06	a	F&R	PPR	Executive summary action points list public meeting Finance and Resources Committee 30 July 2009	Final DD: None	Public RD: None

## Action points

### Finance and Resources Committee - Public meeting

23 June 2009

	<b>Action point (and location in the minutes)</b>	<b>For the attention of</b>	<b>Action by</b>	<b>Comments</b>
1	Draft annual report 2008-9: Subject to amendments, the Committee approved the annual report.  (7.6)	GB	6 July 2009	The annual report was approved by the Audit Committee on 24 June 2009 without any amendments.
2	Registrant debtors and creditors policy: Committee approved the updated policy.  (12.3)	GB	30 July 2009	
3	Bank mandate and invoice signatories: Committee approved these amendments: (1) to add new Director of Finance, Mr Gary Butler, as a signatory to list A of the bank mandate and the invoice/purchase order signatory list; and (2) to add a signatory for amounts up to £1000, Mr Gary Rope, in the invoice and purchase order signatory list.  (13.3)	SL	30 June 2009	
4	Contract signing limits: Committee approved enhancement to the tendering policy.  (14.4)	GB	30 July 2009	
5	March 2009 management accounts: Committee agreed the Executive should provide comparative figures on the property impairment for the 2007-8 financial year, to show the overall project cost.  (16.2)	CM	30 July 2009	

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6	<p>Management accounts: Committee approved that, for improved clarity, the surplus/deficit before and after impairments, corporate tax and investments should be shown in the same way as the annual report and accounts.</p> <p>(16.4)</p>	CM	Ongoing	
7	<p>Pension schemes: Committee agreed that, once the situation on winding up the previous employee pension schemes became clearer, it would consider whether there would be any financial implications for HPC (e.g. accounting provisions and funding of any liability for payments towards the scheme)</p> <p>(18.5)</p>	GB	Ongoing	
8	<p>Council and committee members' expenses policy:</p> <p>The Committee agreed that, with effect from 1 July 2009:</p> <ul style="list-style-type: none"> <li>(1) the expenses policy should be updated to incorporate the changes made to the reimbursement of travel expenses;</li> <li>(2) minor amendments should be made to the policy to ensure that the language reflected the new structure of the Council and that the policy was accurate and up-to-date;</li> <li>(3) the section on taxi fares should be amended to clarify that taxi fares would also be reimbursed where a member was physically disabled; and</li> <li>(4) the expense policy would be reviewed annually.</li> </ul> <p>(19.6)</p>	LH	<p>Points 1-3: Action by 1 July 2009</p> <p>Point 4: Ongoing</p>	

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