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Finance and Resources Committee 16 March 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

**Background papers**

None

**Appendices**

None

**Date of paper**

19 February 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-19	a	F&R	PPR	Executive summary action points list public meeting Finance and Resources Committee 16 March 2009	Final DD: None	Public RD: None

## Action points

### Finance and Resources Committee - Public meeting

4 February 2009

	<b>Action point (and location in the minutes)</b>	<b>For the attention of</b>	<b>Action by</b>	<b>Comments</b>
1	Partner appointment and selection policy: Committee agreed amendments to policy (relating to the Office of Commissioner for Public Appointments).  (9.2)	DD	16 March 2009	
2	Budget for year 2009-2010: Committee agreed the Financial Controller should amend the budget to show at least a break-even budget and to explain the reasons for the proposed increase in legal expenses for Fitness to Practise. The revised budget should be presented to the next meeting.  (12.2, 12.5, 12.6)	CM	16 March 2009	See further paper on agenda for 16 March 2009.
3	Partner, employee and council/committee expenses Committee agreed that: (1) daily maximum allowance for hotel accommodation should be increased with effect from 1 April 2009 as follows:  Central London (travel zones one to four) - £160 (including VAT);  Aberdeen, Birmingham, Edinburgh, Glasgow, Belfast, Cardiff, Manchester, London (beyond travel zone four) - £140 (including VAT);  Other UK locations - £120 (including VAT)  (2) for Partners and Council and Committee members,	SL	1 April 2009	

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	allowance for carers of dependents should be increased to a maximum of £65 per day, payable against a valid invoice or receipt from a registered carer or child minder. Increase to be effective from 1 April 2009. (13.4)			
4	Money market provider update: Barclays Bank and HSBC Bank to be used as additional money market providers. (14.3)	SL	16 March 2009	See further paper on agenda for 16 March 2009.
5	Depreciation policy - Committee agreed that  (1) depreciation period for plant and machinery (i.e. lifts) should be changed from 50 years to 20 years; (2) depreciation period for computer hardware (including laptops and PCs less than £1000 in value) should be changed from 4 years to 3 years; (3) the asset class 'registration system software' should be renamed 'computer software'. (16.4)	SL	Ongoing	
6	Bank mandate update - Committee agreed the following changes: (1) in the bank mandate, add the Director of Information Technology and the Director of Education as signatories to list A of the bank mandate; (2) in the invoice and purchase order signatory list, add the IT infrastructure support manager as a signatory up to £1000. (17.3)	SL	16 March 2009	
7	Nine month reforecast for year to 31 March 2009: Explanation of additional expenditure on Council and Committee member training should be circulated to the Committee. (20.4)	CM	16 March 2009	Actioned. An email was circulated to members on 2 March 2009. The email explained that some invoices had been

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				misposted to training and this had since been corrected. The revised total for spending on Council and Committee training was £3679.42.
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