

Finance and Resources Committee

The 71st meeting of the Finance and Resources Committee will take place as follows:

Date: Tuesday 11 September 2012

Time: 10:30 am

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

Members: Richard Kennett (Chair)
Jennifer Beaumont
Frank Burdett
Mary Clark-Glass
Sheila Drayton
Julia Drown
Arun Midha
Penny Renwick
Keith Ross

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 19 July 2012
Colin Bendall - Secretary to the Committee | enclosure 1
FRC 67/12 |
| 5 | Matters arising
Colin Bendall - Secretary to the Committee | verbal |
| 6 | Finance report
Tim Moore – Director of Finance | enclosure 2
FRC 68/12 |
| 7 | Human Resources report
Teresa Haskins – Director of Human Resources | enclosure 3
FRC 69/12 |
| 8 | Partner Manager report
Hayley Graham – Partner Manager | enclosure 4
FRC 70/12 |
| 9 | Information Technology report
Guy Gaskins – Director of Information Technology | enclosure 5
FRC 71/12 |
| 10 | Operations report
Greg Ross-Sampson – Director of Operations | enclosure 6
FRC 72/12 |

Items for discussion/approval

- | | | |
|----|--|--------------------------|
| 11 | Transfer of regulatory functions from General Social Care Council to HCPC
Marc Seale – Chief Executive and Registrar | enclosure 7
FRC 73/12 |
| 12 | Purchase order/invoice signatory list and bank mandate
Tim Moore – Director of Finance | enclosure 8
FRC 74/12 |
| 13 | Policy for travel by air
Marc Seale – Chief Executive and Registrar | enclosure 9
FRC 75/12 |

Items for information

- | | | |
|----|---|---------------------------|
| 14 | Review of Partner appraisal
Hayley Graham – Partner Manager | enclosure 10
FRC 76/12 |
|----|---|---------------------------|

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2012-08-31	a	F&R	AGD	Finance and Resources Committee agenda 11 September 2012	Final DD: None	Public RD: None

15 **Exit interview report 2011-12**
Teresa Haskins – Director of Human Resources

enclosure 11
FRC 77/12

16 **Any other business**
Previously notified and agreed by the Chair

17 **Date & time of next meeting:**
10.30 am Tuesday 20 November 2012

Subsequent meetings at 10.30 am:

Thursday 31 January 2013
Tuesday 5 March 2013 (Remuneration Committee only)
Tuesday 19 March 2013
Thursday 25 April 2013
Tuesday 18 June 2013
Thursday 18 July 2013
Tuesday 10 September 2013
Thursday 21 November 2013

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.'

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2012-08-31	a	F&R	AGD	Finance and Resources Committee agenda 11 September 2012	Final DD: None	Public RD: None

Item	Reason for Exclusion
18	3, 4
19	3, 4
20	4
21	3

Part 2 – Private Agenda

- 18 **Minutes of the private part of the Finance and Resources Committee of 19 July 2012** enclosure 12
Colin Bendall – Secretary to the Committee FRC 78/12
- 19 **Matters arising** enclosure 13
Colin Bendall – Secretary to the Committee FRC 79/12

Items for discussion/approval

- 20 **Transfer of regulatory functions from General Social Care Council to HCPC** enclosure 14
Marc Seale – Chief Executive and Registrar FRC 80/12

Items to note

- 21 **National Audit Office report** enclosure 15
Marc Seale – Chief Executive and Registrar FRC 81/12
- 22 **Any other business** verbal
Previously notified and agreed by the Chair

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