

**Finance and Resources Committee – Wednesday 6 February  
2008**

December 2007 Management Accounts

Executive summary and recommendations

**Introduction**

**Decision**

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

**Background information**

**Resource implications**

Nil

**Financial implications**

Nil

**Appendices**

**Date of paper**

25 January 2008

# HEALTH PROFESSIONS COUNCIL

## CONSOLIDATED MANAGEMENT ACCOUNTS FOR THE 9 MONTHS ENDED 31 DECEMBER 2007 VARIANCE COMMENTARY

### INTRODUCTION

These accounts were compared to budget version 7, which was agreed by the Council on 29th March 2007. The format of the management accounts is the same as last financial year except that this year includes a sheet related to project reporting.

### DETAILED SUMMARY

At the end of the financial year, we budgeted an operating surplus, after unrealised gains, of £234,736 compared to 2007's budgeted deficit of £128,763. The actual result for year to date was a surplus of £694,918 after unrealised gains; a favourable variance of £709,775.

Income totalled £8,622,769 with overheads at £8,050,712 thus giving the operating surplus before investments of £572,057.

### INCOME

Registration income was £749,557 below budget. £257K of the unfavourable variance related to renewal fee income and is due to the timing of the fee rise, as the income is split over 12 months, therefore a portion of the new fees was included within the budget for April to December. This difference is likely to reverse in future months.

£420K of this unfavourable variance related to international scrutiny fee income. About £50K of the unfavourable variance related to the 5 weeks implementation period for the fee rise and £98K related to a budget error. Scrutiny fees at the higher rate were budgeted for the whole 12 months of the budget year instead of 10 months. The remaining unfavourable variance is due to a down turn in the number of international applications being received. The difference is likely to remain a permanent difference.

Year to date investment income is more or less on budget.

### DEPARTMENTS

Total Departmental expenditure was £8,050,712 which was £1,467,721 below budget. There were under spends in Approvals and Monitoring, Council, Committees, Communications, Facilities, Policy, Projects and the Registration departments. However some of these under spends are likely to disappear in following months due to new/replacement staff being employed, meetings & hearings taking place, renewal cycles commencing and project commencing.

### OVERHEADS

Below is an explanation of some of the main favourable variances as well as any unfavourable variances:

#### Payroll costs

Payroll costs show a favourable variance (year to date £60k) due to some budgeted positions not being appointed in the prior year particularly in the following areas; The

Operations Offices, Registrations and Fitness to Practise The time to effect some dept restructures (consultation time) also delayed some hiring. Some of the favourable variance was offset by temporary staff hired during the recruitment process and the average cost to recruit new employees being higher than budgeted.

#### Staff travelling and subsistence

This shows a favourable variance (year to date £60K). £18K of this variance relates to the Approvals and Monitoring department where the majority of their visits take place in the last half of the year. However, the number of visits is down on what was originally budgeted for and therefore this will be a permanent difference.

#### Council and committee expenses

This shows a favourable variance (year to date £281k). This was due budget phasing error and actual meeting & conference attendance being lower than budgeted for (a permanent difference). Chairmen meeting costs were budgeted for, but to date were held on the same day as the Council meeting, therefore no additional cost incurred. There is also a favourable variance on the tax cost of £67K due to a budget estimation error. This is a permanent difference.

#### Property services

This shows a favourable variance of £107k. Of the variance £113K relates to building refurbishment which is due to take place later on in the year.

#### Office services

This showed a favourable variance of £113K, mainly due to a favourable variance in Printing and Stationery. The under spend in Secretariat of £32K is due to a budget estimation error and likely to remain a permanent difference. The under spend of £30K in Policy for the printing of Standards of Proficiency is delayed until the next financial year and therefore a permanent difference. The Registration Department under spend of £38K will reverse when the remaining renewal forms are printed. There is an over spend in Room Hire of £34K due to a large number of FTP cases being held outside of Park House. There was an over spend in Other Office Services of £33K due to under budgeting the amount of office furniture which is being rented and also the storage cost of office furniture (22-26 Stannary St project related).

#### Computer Services

This shows a favourable variance of £34K. Of this £15K related to an invoice received for StarNet relating to last year (increasing data capacity from 2mb/s to 10mb/s). No accrual was made at the year end. £17k favourable relates to phasing error on IT Other Computer Services costs (22/26 Stannary St cabling) which will occur later in the financial year.

#### Communications

This shows a favourable variance of £342k. Of this variance, £19K related to over-accruing likely expense claims in March 2007 in relation to the Partner's conference last October. The remaining under spends in campaigns, brochures, market research and listening events was due to timing differences and is expected to reverse later in the year.

#### Partners

The year to date accounts showed a favourable variance of £259k. Of this variance £52K related to panel costs which is due to a budget estimation error and is a permanent difference. There was also a favourable variance of £43K for approval visits and £21K for annual monitoring. Both of these are due to a lower than expected

number of visits done this year and is a permanent difference. There is also a favourable variance of £89K in assessor's fees due to the down turn in international applications.

#### Counter Fraud Solutions

This shows a favourable variance of 70K. This is now being delayed until the next financial year and will be a permanent difference.

#### Legal expenses

This shows an unfavourable variance of £283K. Of this £257K relates to FTP cases with the major due to higher disbursements charged by Kinsley Napley due to the number of cases held away from Park house. Also more cases took place in the first half of the year than was expected.

#### Miscellaneous Expenses

This shows an unfavourable variance of £21K which relates to payments made to Portman Travel (**Amex card**) where we have not received the invoices. This will offset against the favourable variance for both staff and partners travel expenses.

### **PROJECTS**

There is a favourable operating variance of £364K relating to Business as usual (BAU) projects, On-boarding of a New Profession, CPD and Equality and Diversity projects. This was due to a phasing error and is likely to reverse later in the year when the projects take place. Of the £364k, £229K relates to the new profession budget.

There has been capital expenditure (capex) on 8 projects so far this year, totalling £186K. Of this £12K was spent on Renewal forms, Online Trust register the ePasslist projects. There was no budget for these projects - Online Trust Register and ePasslist was spending to complete 2007 projects. The Renewal forms spend arose as a result of CPD where we needed to change the renewals form for the start of the renewal cycle.

Year to date, £94K capex has been spent on the CPD project. This was timed for later in the year, but DSL resources became available sooner than expected and the overspend of £9K is due to a budget estimation error and is a permanent difference. There was an under spend for the Professional Qualifications Directive (PQD) project of £40K which is not due to be spent until after the year end and therefore is a permanent difference. We have implemented a workaround in the interim. £30K has been spent on the application server upgrade and £15K has been spent on the call recording budget. £8K has been spent in relation to the Lisa Access rights project. £28K has been spent on the new Finance System with the overspend of £9K due to a budget estimation error. This is a permanent difference.

### **BALANCE SHEET**

The main movements in the balance sheet since the beginning of the year were a decrease in Prepayments, decrease in Creditors and a decrease in deferred income the net impact of these movements was a small decrease increase in the cash balance of £20K.

£513K was spent in relation to the Stannary Street project with the remaining budget due to spent later in the year, on a progress-billed basis. The favourable variance of £1,101K is a budget phasing error, due to a 12 week delay in the project. There was an under spend on hardware & equipment capital expenditure of £70K, with £35K

actual spent to date. The remaining budget is likely to be spent later in the year with £43K relating to the purchase of equipment for Stannary St.

Working capital was £2,877K showing HPC continues to be in a stable financial position, although not if Deferred Income (fees received in advance) had to be repaid. The Net Assets were £3,277K including the Accumulated Fund of £2,626K and the Revaluation Reserve of £652K. The Accumulated Fund comprised £1,931K at the beginning of the financial year plus the net surplus for the year to date.

### **CASH FLOW**

The Cash Flow statement indicated a net decrease in cash of £19K from 1<sup>st</sup> April 2007 to the end of December 2007. At the end of December we budgeted a cash balance of £2,489K (including investments) and £707K excluding investments. The actual balance was £8,449K, including investments and £4,029K excluding investments. Excluding investments, the favourable variance was £3,322K. Of this £1,101K relates to the Stannary Street project, which has not been spent. £372K Cash inflow has not been received in relation to International Security Fees.

The net increase or decrease in cash when compared to the accounting surplus or deficit can be significantly different. To arrive at the cash movement, non cash items such as depreciation are removed and balance sheet movements taken into consideration.

### **CONCLUSION**

Overall, the December year to date results showed a higher surplus than budgeted - an operating surplus of £572K against a budgeted deficit of £146K. HPC continues to be in a stable financial position.

**Charlotte Milner**  
**Financial Controller**  
**January 2008**

# **HEALTH PROFESSIONS COUNCIL**

## **Consolidated Management Accounts For the 9 months ended 31st December 2007**

HEALTH PROFESSIONS COUNCIL

CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007  
DETAILED SUMMARY

	Actual £	Budget £	Variance £	Variance %	Annual Budget £
<b>INCOME</b>					
<b>Professions</b>					
Arts Therapists	56,575	116,219	(59,644)	(51.32)	155,664
Biomedical Scientists	1,056,451	1,237,564	(181,113)	(14.63)	1,655,611
Chiropodists	579,766	590,133	(10,367)	(1.76)	788,686
Clinical Scientists	208,967	217,656	(8,689)	(3.99)	291,107
Dietitians	449,883	320,751	129,132	40.26	429,950
Occupational Therapists	1,386,144	1,546,170	(160,026)	(10.35)	2,070,085
Operating Department Practitioners	382,141	390,302	(8,161)	(2.09)	523,091
Orthoptists	65,974	64,252	1,722	2.68	86,298
Paramedics	617,489	670,815	(53,326)	(7.95)	897,554
Physiotherapists	1,988,596	2,102,934	(114,338)	(5.44)	2,819,586
Prosthetists & Orthotists	41,698	45,867	(4,169)	(9.09)	61,343
Radiographers	1,214,914	1,426,260	(211,346)	(14.82)	1,911,678
Speech and Language Therapists	568,425	643,403	(74,978)	(11.65)	861,074
<b>Registration Income</b>	8,617,023	9,372,326	(755,303)	(8.06)	12,551,727
<b>Department of Health Capital Grant Released</b>	0	0	0	0.00	0
<b>Miscellaneous Income</b>	5,746	0	5,746	0.00	0
<b>TOTAL INCOME</b>	<b>8,622,769</b>	<b>9,372,326</b>	<b>(749,557)</b>	<b>(8.00)</b>	<b>12,551,727</b>
<b>EXPENDITURE</b>					
<b>Departments</b>					
Approvals & Monitoring	313,460	471,712	158,252	33.55	657,017
Chief Executive	205,700	192,312	(13,388)	(6.96)	256,414
Committees & PLG	121,755	311,510	189,755	60.91	396,192
Communications	510,538	795,447	284,909	35.82	1,016,454
Council	220,238	346,045	125,807	36.36	423,008
Facilities Management	610,811	761,809	150,998	19.82	981,195
Finance	388,735	336,424	(52,311)	(15.55)	448,271
Fitness to Practise	2,781,712	2,652,511	(129,201)	(4.87)	3,591,583
Human Resources & Partners	457,533	368,059	(89,474)	(24.31)	490,744
IT Department	638,544	621,716	(16,828)	(2.71)	844,074
Operations Office	176,086	194,488	18,402	9.46	259,316
Policy & Standards	184,162	323,047	138,885	42.99	430,727
President	23,858	35,925	12,067	33.59	47,900
Projects	13,947	332,426	318,479	95.80	353,213
Registration	1,206,894	1,570,692	363,798	23.16	2,021,818
Secretariat	196,738	204,310	7,572	3.71	274,065
<b>Operating Expenses</b>	8,050,712	9,518,433	1,467,721	15.42	12,491,991
<b>SURPLUS / (DEFICIT) - Excl. Unrealised Gains/(Losses)</b>	<b>572,057</b>	<b>(146,107)</b>	<b>718,164</b>	491.53	59,736
<b>Taxation</b>	0	0	0	0.00	0.00
<b>Investment Income - Excl. Unrealised Gains/(Losses)</b>	133,152	131,250	1,902	1.45	175,000
<b>Investment - Unrealised Gains / (Losses)</b>	(10,292)	0	(10,292)	0.00	0
<b>SURPLUS / (DEFICIT)</b>	<b>694,918</b>	<b>(14,857)</b>	<b>(709,775)</b>	<b>(4,777.38)</b>	<b>234,736</b>

HEALTH PROFESSIONS COUNCIL

CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007

CONSOLIDATED DETAILED SUMMARY

	Actual £	Budget £	Variance £	Variance %	Annual Budget £
<b>Consolidated Income</b>					
Registration fees	270,108	0	270,108	0.00	0
Registration fees (part year)	0	0	0	0.00	0
Readmission fees	72,960	153,904	(80,944)	(52.59)	205,200
Renewal fees	7,554,122	8,081,843	(527,721)	(6.53)	10,775,787
International scrutiny fees	387,243	807,600	(420,357)	(52.05)	1,076,800
Confirmation letter fees	0	0	0	0.00	0
Grandparenting scrutiny fees & other	200	0	200	0.00	0
UK scrutiny fee/Graduated < 2 years	332,390	328,979	3,411	1.04	493,940
	<u>8,617,023</u>	<u>9,372,326</u>	<u>(755,303)</u>	<u>(8.06)</u>	<u>12,551,727</u>
	0	0	0		



## HEALTH PROFESSIONS COUNCIL

## CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007

CODE	INVESTMENT & OTHER INCOME				Annual Budget £
	Finance Director				
BUDGET MANAGER	Actual £	Budget £	Variance £	Variance %	
<b>Consolidated Income</b>					
Bank interest - Business Reserve	10,867	15,000	(4,133)	(27.55)	20,000
Bank interest - SIBA	66,187	69,750	(3,563)	(5.11)	93,000
Bond interest	0	0	0	0.00	0
Portfolio income	53,808	46,500	7,308	15.72	62,000
P & L on disposal of investments (Realised)	2,290	0	2,290	0.00	0
	<u>133,152</u>	<u>131,250</u>	<u>1,902</u>	1.45	<u>175,000</u>
P & L on disposal of investments (Unrealised)	(10,292)	0	(10,292)	0.00	0

0

HEALTH PROFESSIONS COUNCIL

CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007

OVERHEAD TOTAL

	Actual £	Budget £	Variance £	Variance %	Annual Budget £
<b>Payroll</b>					
Basic	2,013,846	2,254,343	240,497	10.67	3,005,328
Overtime	28,347	21,656	(6,691)	(30.89)	28,875
National Insurance	215,304	268,051	52,747	19.68	357,401
Pension costs	209,502	161,152	(48,350)	(30.00)	214,867
Medical insurance	1,789	900	(889)	(98.82)	1,200
Staff recruitment	176,208	69,375	(106,833)	(153.99)	92,500
Temporary staff	330,631	233,165	(97,466)	(41.80)	310,887
Other payroll expense	2,750	30,000	27,250	90.83	40,000
	<b>2,978,377</b>	<b>3,038,642</b>	<b>60,265</b>	<b>1.98</b>	<b>4,051,058</b>
<b>Staff travelling and subsistence</b>					
Fares	56,060	78,530	22,470	28.61	107,090
Car expenses and car park	260	917	657	71.65	1,222
Subsistence	27,526	57,071	29,545	51.77	79,265
Entertaining	2,177	1,125	(1,052)	(93.51)	1,500
Conferences	908	9,625	8,717	90.57	10,000
	<b>86,931</b>	<b>147,268</b>	<b>60,337</b>	<b>40.97</b>	<b>199,077</b>
<b>Council and committee expenses</b>					
Fees	133,227	217,990	84,763	38.88	275,320
Travelling and subsistence	92,069	190,093	98,024	51.57	253,422
Tax Cost (NI ER and PAYE)	22,273	89,584	67,311	75.14	119,444
Conference expenses	2,286	36,640	34,354	93.76	39,640
Training	13,424	10,080	(3,344)	(33.18)	10,080
	<b>263,280</b>	<b>544,387</b>	<b>281,107</b>	<b>51.64</b>	<b>697,906</b>
<b>Property services</b>					
Business rates	79,656	70,239	(9,417)	(13.41)	93,652
Water	1,570	2,340	770	32.89	3,120
Electricity	30,792	27,563	(3,229)	(11.71)	36,750
Gas	4,537	5,694	1,157	20.32	7,592
Cleaning contractors	21,345	23,292	1,947	8.36	31,716
Cleaning materials	3,649	6,938	3,289	47.41	9,250
Waste disposal	7,486	9,401	1,915	20.37	14,675
Repairs and maintenance	21,119	12,282	(8,837)	(71.95)	16,376
Maintenance contracts	4,864	17,305	12,441	71.89	23,072
Security	17,607	17,625	18	0.10	26,020
Building Refurbishment	0	113,535	113,535	100.00	113,535
Property depreciation	31,500	25,875	(5,625)	(21.74)	34,500
	<b>224,126</b>	<b>332,089</b>	<b>107,963</b>	<b>32.51</b>	<b>410,258</b>

<b>OVERHEAD TOTAL</b>
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	Actual £	Budget £	Variance £	Variance %	Annual Budget £
<b>Office services</b>					
Printing and stationery	426,252	549,363	123,111	22.41	696,831
Photocopying	4,477	5,400	923	17.09	7,200
Microfilming	0	0	0	0.00	500
Postage	50,172	73,545	23,373	31.78	98,060
Telephone	19,236	26,181	6,945	26.53	34,908
Mobile telephone	3,856	7,765	3,909	50.34	10,700
Fax	5,000	0	(5,000)	0.00	0
Couriers	5,323	3,938	(1,385)	(35.17)	5,250
Office equipment < £1000	4,245	11,100	6,855	61.76	14,800
Office equipment rental	2,012	3,488	1,476	42.31	4,650
Staff catering	4,447	5,850	1,403	23.98	7,800
Other office services	48,166	14,685	(33,481)	(227.99)	19,580
Room Hire	209,910	175,582	(34,328)	(19.55)	215,570
Office equipment depreciation	22,227	41,641	19,414	46.62	55,521
	<b>805,324</b>	<b>918,538</b>	<b>113,214</b>	<b>40</b>	<b>1,171,370</b>
<b>Computer services</b>					
Hardware < £1000	9,826	7,500	(2,326)	(31.02)	10,000
Hardware maintenance	10,788	11,250	462	4.11	15,000
Software Licences	21,218	13,500	(7,718)	(57.17)	18,000
Software support & maintenance	23,567	24,900	1,333	5.35	33,200
IT systems external support	83,353	99,000	15,647	15.81	132,000
New IT Software Systems	4,511	11,250	6,739	59.90	15,000
Managed Web/Internet services	116,240	87,405	(28,835)	(32.99)	115,000
Internet/3G	10,178	399	(9,779)	(2,450.97)	532
IT Consumerables	9,230	13,500	4,270	31.63	18,000
Disaster contingency plan	9,099	9,750	651	6.68	13,000
Computer training	10,000	7,500	(2,500)	(33.33)	10,000
IT Security - Backup Offsite etc	36	750	714	95.19	1,000
Other computer services costs	334	19,500	19,166	98.29	26,000
IT Other Professional Fees	5,001	21,750	16,749	77.01	29,000
IT Hardware Disposals	21	0	(21)	0.00	0
Hardware depreciation	93,563	113,420	19,857	17.51	151,227
	<b>406,966</b>	<b>441,374</b>	<b>34,408</b>	<b>7.80</b>	<b>586,959</b>
<b>Communications</b>					
Campaigns	55,161	135,582	80,421	59.32	180,000
Annual Reports (Design, Distribute)	7,490	11,375	3,885	34.15	12,500
Brochures (Design, Distribute)	26,916	47,750	20,834	43.63	53,500
Listening Events	18,385	27,000	8,615	31.91	36,000
Market Research	21,180	78,750	57,570	73.11	100,000
Translations	0	3,000	3,000	100.00	3,150
Public Affairs & Stakeholder	15,287	40,000	24,713	61.78	45,000
Standards of Proficiency (Design,Prod,Dist)	1,713	13,500	11,787	87.31	18,000
Web Site Design	8,199	41,740	33,541	80.36	41,740
Annual Conference	(17,744)	0	17,744	0.00	0
Marketing & Promotions	1,531	12,800	11,269	88.04	13,800
Conference Attendance	10,942	13,200	2,258	17.10	19,800
General Events (Internal & External)	12,187	39,992	27,805	69.53	50,322
Media Relations	42,525	30,000	(12,525)	(41.75)	60,000
General Public Literature	8,520	45,000	36,480	81.07	45,000
Internal Communications	29,216	33,000	3,784	11.47	34,500
Bi-Annual Opinion polling	49,147	60,000	10,853	18.09	60,000
	<b>290,655</b>	<b>632,689</b>	<b>342,034</b>	<b>815.10</b>	<b>773,312</b>

<b>OVERHEAD TOTAL</b>
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	Actual £	Budget £	Variance £	Variance %	Annual Budget £
<b>Partners</b>					
Partners Recruitment	2,355	14,700	12,345	83.98	19,600
Partners Training	17,370	37,888	20,518	54.16	50,517
Registration Assessors	12,606	29,376	16,770	57.09	39,170
Panels (Allowance & Travel )	480,503	532,817	52,314	9.82	710,423
Approvals (Previously Visits)	48,577	91,797	43,220	47.08	154,260
Assessors fees (All Professions)	175,506	264,060	88,554	33.54	352,080
Test of Competence (All Professions)	9,587	12,150	2,563	21.09	16,200
Annual Monitoring	7,015	27,900	20,885	74.86	34,400
Major/Minor Change	2,884	5,025	2,141	42.60	10,050
	<b>756,404</b>	<b>1,015,713</b>	<b>259,309</b>	<b>25.53</b>	<b>1,386,700</b>
<b>Project Costs</b>					
MP2 - CPD	7,394	61,775	54,381	88.03	77,400
MP7 - Fee rise	0	0	0	0.00	0
MP5 - Equality & Diversity	3,404	37,963	34,559	91.03	43,125
MP2 - New profession	3,149	232,688	229,539	98.65	232,688
BAU Projects	8,225	54,275	46,050	84.85	64,275
	<b>22,172</b>	<b>386,701</b>	<b>364,529</b>	<b>362.56</b>	<b>417,488</b>
<b>Specific departmental expenses</b>					
Archive storage	14,385	9,300	(5,085)	(54.68)	27,020
Auditors' fees	23,750	28,500	4,750	16.67	38,000
Bank charges	47,677	40,397	(7,280)	(18.02)	53,862
Books and publications	268	375	107	28.52	500
Conselling	0	4,500	4,500	100.00	6,000
Council Elections	67,679	79,790	12,111	15.18	79,790
Counter fraud Solutions	5,605	75,648	70,043	92.59	84,198
General insurance	24,550	32,250	7,700	23.88	43,000
Health and safety	6,195	16,410	10,215	62.25	21,880
Miscellaneous Expenses	20,922	0	(20,922)	0.00	0
Internal Audit	32,128	20,250	(11,878)	(58.66)	27,000
Legal advice	198,799	201,449	2,650	1.32	273,931
Legal expenses	1,360,119	1,077,142	(282,977)	(26.27)	1,496,189
Legal insurance	23,625	38,115	14,490	38.02	50,820
Legal -Transcript Writer	139,415	162,493	23,078	14.20	216,657
Other professional fees	64,372	38,625	(25,747)	(66.66)	56,810
Pension administration	15,051	15,000	(51)	(0.34)	20,000
Personal Performance Consultancy	4,321	6,039	1,718	28.44	8,052
Professional Liaison Groups	30,935	48,378	17,443	36.06	64,504
ISO 9001 Certification	4,316	4,818	502	10.42	6,424
Reward Data	0	6,375	6,375	100.00	8,500
Subscriptions to professional bodies	19,715	13,788	(5,927)	(42.99)	33,432
Taxation advice	3,125	3,000	(125)	(4.17)	4,000
Training	109,526	138,390	28,864	20.86	177,294
	<b>2,216,477</b>	<b>2,061,032</b>	<b>(155,445)</b>	<b>(7.54)</b>	<b>2,797,863</b>
<b>OVERHEAD TOTAL</b>	<b>8,050,712</b>	<b>9,518,433</b>	<b>1,467,721</b>	<b>15.42</b>	<b>12,491,991</b>

**HEALTH PROFESSIONS COUNCIL  
CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007**

**Project reporting  
From 1st April 2007 - 31 March 2008**

		<b>Actual</b>	<b>YTD</b>	<b>Variance</b>	<b>Annual</b>
		<b>£</b>	<b>Budget</b>	<b>£</b>	<b>Budget</b>
			<b>£</b>	<b>£</b>	<b>£</b>
<u>Project number</u>					
<u>Capital Expenditure</u>					
MP2	CPD	94,271	42,498	51,773	85,000
MP25	Application Server Upgrade	29,249	30,000	(751)	30,000
MP26	Professional qualifications Directive	0	40,000	(40,000)	40,000
	Registrations Trends Analysis	0	-	0	2,000
MP27	Replacement of Finance system	27,576	19,000	8,576	19,000
	Call recording	15,358	-	15,358	20,000
	MIS Presentation	0	-	0	19,000
MP28	Change in Lisa access rights	8,174	25,000	(16,826)	35,000
	Renewals forms	4,171	-	4,171	-
	Online Trust Register	5,034	-	5,034	-
	ePasslist	2,717	-	2,717	-
		-	-	-	-
<b>Total Capital Expenditure</b>		<b>186,550</b>	<b>156,498</b>	<b>30,052</b>	<b>250,000</b>
<u>Operating Expenditure</u>					
MP2	CPD	7,394	61,775	(54,381)	77,400
MP7	Fee Rise	0	0	0	0
MP5	Equality & Diversity	3,404	37,963	(34,559)	43,125
MP3	On-boarding of Applied Psychologists	3,149	232,688	(229,539)	232,688
	Registrations Trends Analysis	8,225	24,525	(16,300)	24,525
	Call Recording	0	8,000	(8,000)	8,000
	Certificates Review	0	3,625	(3,625)	3,625
	MIS presentation	0	11,500	(11,500)	11,500
MP26	Professional Qualifications Directive	0	6,625	(6,625)	6,625
	FTP Trend Analysis Project	0	0	0	10,000
<b>Total Operating Expenditure</b>		<b>22,172</b>	<b>386,701</b>	<b>(364,529)</b>	<b>417,488</b>
			<b>0</b>		

**HEALTH PROFESSIONS COUNCIL  
CONSOLIDATED BALANCE SHEET  
as at 31 December 2007**

	31 December 2007		Actual 31 March 2007	
	£	£	£	£
<b>FIXED ASSETS</b>				
<b>Tangible fixed assets</b>				
Land & buildings, at cost or valuation	3,738,039		3,224,656	
Depreciation	<u>(73,500)</u>		<u>(42,000)</u>	
Net book value		3,664,539		3,182,656
Computer Equipment, at cost	2,565,976		2,354,123	
Depreciation	<u>(1,974,362)</u>		<u>(1,885,259)</u>	
Net book value		591,615		468,864
Office furniture and equipment, at cost	382,805		395,249	
Depreciation	<u>(340,700)</u>		<u>(332,823)</u>	
Net book value		42,105		62,426
		<hr/>		<hr/>
<b>Total tangible fixed assets</b>		<b>4,298,259</b>		<b>3,713,946</b>
<b>Investments</b>		<b>1,793,301</b>		<b>1,848,266</b>
<b>TOTAL FIXED ASSETS</b>		<hr/> <b>6,091,560</b>		<hr/> <b>5,562,212</b>
<b>CURRENT ASSETS</b>				
Debtors	59,949		42,694	
Prepayments	148,559		197,462	
Bank balances and cash	<u>4,029,974</u>		<u>4,049,524</u>	
		4,238,481		4,289,680
<b>CURRENT LIABILITIES</b>				
<b>Amounts falling due within one year</b>				
Creditors and accrued expenses	1,361,944		1,840,472	
<b>WORKING CAPITAL</b>		<b>2,876,538</b>		<b>2,449,208</b>
<b>DEFERRED INCOME</b>				
Registration fees in advance	189,545		61,624	
Retention fees in advance	<u>5,500,822</u>		<u>5,366,983</u>	
		<b>(5,690,367)</b>		<b>(5,428,607)</b>
<b>NET ASSETS</b>		<hr/> <b>3,277,731</b>		<hr/> <b>2,582,813</b>
<b>Represented by:</b>				
General Funds		1,930,624		1,695,560
Revaluation reserve		652,189		652,189
Surplus/(Deficit) for the period		<u>694,918</u>		<u>235,064</u>
		<hr/> <b>3,277,731</b>	<b>0</b>	<hr/> <b>2,582,813</b>

**HEALTH PROFESSIONS COUNCIL  
CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007**

**CAPITAL EXPENDITURE  
From 1st April 2007 - 31 March 2008**

		Actual £	Budget YTD £	Variance £	Annual Budget £
<u>Major Investment (£50K+ Individual Item)</u>					
Office Services	Renovation work to 22-26 Stannery Street.	513,383	1,614,654	(1,101,271)	1,639,800
	Sub Total	513,383	1,614,654	(1,101,271)	1,639,800
<u>Minor Investment (less than £50K individually)</u>					
Information Technology	Server for Fax server installation	0	5,000	(5,000)	5,000
	Server for Lotus Notes Environment, move from Krusty LISA server	0	5,000	(5,000)	5,000
	Google appliance for user searching across network	0	2,000	(2,000)	2,000
	Replacement Tape unit for LISA (existing is near end of life and under capacity)	6,376	11,000	(4,624)	11,000
	Replacement phones for Registrations dept	4,242	8,000	(3,758)	8,000
	New computers and laptops for employees	15,663	15,000	663	20,000
	6 Blackberry devices £200 each max	0	1,200	(1,200)	1,200
	HP Procurve Switch	1,998	0	1,998	0
	Memory Driver	1,504	0	1,504	0
	Replacement Server	3,290	0	3,290	0
Office Services	Replacement B & W Copier	0	5,500	(5,500)	5,500
	Security - CCTV system	0	9,000	(9,000)	9,000
	36 Desks for 22-26 Stannery Street	0	43,800	(43,800)	43,800
	Dishwasher - Council Chamber	1,906	0	1,906	0
		34,979	105,500	(70,521)	110,500
Contingency		0	0	0	0
<u>LISA IT Projects</u>		186,550	156,498	30,052	250,000
<b>Total Capital Expenditure</b>		<b>734,912</b>	<b>1,876,652</b>	<b>(1,141,740)</b>	<b>2,000,300</b>
		0			

# HEALTH PROFESSIONS COUNCIL

## CONSOLIDATED ACCOUNTS TO 31 DECEMBER 2007

### CASH FLOW STATEMENT

From 1st April 2007 - 31 March 2008

	£	
Surplus /(deficit) over expenditure	572,057	
Depreciation charge for the year of tangible fixed assets	128,479	
(Increase)/decrease in debtors & prepayments	31,648	
Increase/(decrease) in creditors (CGT and VAT Tax not included)	(478,528)	
Increase /(decrease) in deferred income	261,760	
<b>Net cash In/(out)flow from operating activities</b>	<b>515,416</b>	
<b>Return on investments and servicing of finance</b>		
Investment Income (Excluding realised gains & losses)	130,862	
<b>Capital expenditure and financial investments</b>		
Purchase of tangible assets	(734,912)	
Disposal of tangible assets	22,121	
Purchase of investments	(215,607)	
Proceeds from sale of investments	262,568	
<b>Increase/(decrease) in Cash</b>	<b>(19,551)</b>	
Cash at 31 March 2007	4,049,524	
Cash at 31 December 2007	4,029,974	
Cash Movement	<b>(19,551)</b>	(0)



## HPC CONSOLIDATED Cash Flow: April 07 - March 08

	Mar-06	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	Total 12 Mths
<b>Opening Balance 1st</b>		4,049,524	3,620,399	3,032,867	2,521,613	2,885,897	2,964,389	4,129,354	4,641,182	4,270,131	4,029,974	4,029,974	4,029,974	
<b>Receipts</b>														
Registration Income		834,762	925,929	818,102	994,137	1,049,128	950,293	1,192,506	716,830	1,135,336				
Investment Income		2,683	7,533	43,932	4,221	4,693	44,068	4,957	5,339	13,437				
Investment Sales		0	20,160	83,600	148	26,542	0	24,992	90,132	16,994				
Deferred Income Movements		(29,496)	(694,801)	(447,059)	270,590	(37,428)	1,187,576	356,202	(95,724)	(248,100)				
Bank Loan														
Miscellaneous Income				19,649	(19,649)				5,746	0				
<b>Total Cash Receipts</b>		807,949	258,821	518,224	1,249,447	1,042,935	2,181,937	1,578,657	722,323	917,667	0	0	0	9,277,960
<b>Payments</b>														
<b>Operational</b>														
Expenditure		589,888	995,629	926,648	862,887	920,498	972,804	844,696	1,186,828	750,834				
Depreciation		(14,695)	(14,428)	(17,129)	(2,912)	(16,873)	(12,081)	(16,401)	(16,980)	(16,980)				
Aged Cred / Accrual Movements		664,359	(170,909)	50,554	15,923	(12,303)	(44,676)	46,422	(382,788)	314,149				
Debtor Movements		(31,106)	(15,183)	3,125	(34,044)	1,985	49,598	(2,501)	42,553	(48,278)				
Payments to Creditors		1,208,446	795,109	963,198	841,854	893,307	965,646	872,215	829,613	999,725	0	0	0	8,369,113
<b>Exceptional</b>														
Capital Expenditure		0	35,306	33,927	57,650	71,136	28,940	128,361	238,238	141,354				
Capital Write-off		0	0	0	(14,350)	0	(4,481)	(3,291)	0	0				
Investment Purchases		28,628	15,938	32,353	9	0	26,867	69,544	25,523	16,745				
Loan Repayments		0	0	0	0	0	0	0	0	0				
<b>Total Payments</b>		1,237,074	846,353	1,029,478	885,163	964,443	1,016,972	1,066,829	1,093,374	1,157,824	0	0	0	9,297,510
<b>Closing Balance</b>	<b>4,049,524</b>	<b>3,620,399</b>	<b>3,032,867</b>	<b>2,521,613</b>	<b>2,885,897</b>	<b>2,964,389</b>	<b>4,129,354</b>	<b>4,641,182</b>	<b>4,270,131</b>	<b>4,029,974</b>	<b>4,029,974</b>	<b>4,029,974</b>	<b>4,029,974</b>	<b>(19,551)</b>
Aged Creditors	800,652	918,928	1,089,837	1,039,283	1,023,360	1,035,663	1,080,339	1,033,917	1,416,705	1,102,556	1,102,556	1,102,556	1,102,556	1,102,556
Accruals	782,635													0
Budgeted Expenditure 05/06														

Deferred Income Movements - ( ) Some income from deferred income and cash has already been received. If positive, cash received in advance and not recognised as income in current month.

Depreciation - Cash paid for fixed assets incurred in previous months make depreciation a non cash item, so is taken off the current month expenditure.

Aged Creditor Movements - ( ) Denotes an increase in aged creditors from the previous month and is taken off the current month expenditure as they haven't been paid. Vice versa for a positive figure.

Debtor Movements - If positive, debtors/prepayments have been paid without all being recognised in the I & E Account, so must be added to the expenditure for the month, Vice versa for a negative figure