

Agenda Item 11

Enclosure 9

Paper HPC/FRC9/02

**The Health Professions Council
Finance & Resources Committee Meeting**

Management Accounts 2002/3

From Secretary to the Committee

**Management Accounts for the month ended 30 April 2002 are in the
course of preparation and will be tabled at the meeting**

HEALTH PROFESSIONS COUNCIL

Management Accounts For the 1 month ended 30 April 2002

HEALTH PROFESSIONS COUNCIL

MANAGEMENT ACCOUNTS TO 30 APRIL 2002

DETAILED SUMMARY

	Actual £	Budget £	Variance £	Variance %
INCOME				
Professions				
Arts Therapists	1,046	516	530	50.67
Chiropodists	1,533	1,701	(168)	(10.96)
Clinical Scientists	1,923	1,798	125	6.50
Dietitians	4,842	4,218	624	12.89
Medical Laboratory Scientific Officers	6,627	6,589	38	0.57
Orthoptists	44	217	(173)	(393.18)
Occupational Therapists	6,479	14,544	(8,065)	(124.48)
Paramedics	2,502	2,286	216	8.63
Physiotherapists	20,481	19,399	1,082	5.28
Prosthetists & Orthotists	30	171	(141)	(470.00)
Radiographers	10,319	12,541	(2,222)	(21.53)
Speech and Language Therapists	3,637	7,501	(3,864)	(106.24)
	59,463	71,481	(12,018)	(20.21)
Department of Health Grant	49,570	166,667	(117,097)	(236.23)
Investment and other income	15,005	9,916	5,089	33.92
TOTAL INCOME	124,038	248,064	(124,026)	(99.99)
EXPENDITURE				
Departments				
President	7,882	8,357	475	6.03
Council	27,634	31,022	3,388	12.26
Chief Executive	12,364	13,702	1,338	10.82
Education and Policy	7,534	6,364	(1,170)	(15.53)
Operations	47,867	54,077	6,210	12.97
Directors	22,503	26,287	3,784	16.82
IT Department	35,435	40,605	5,170	14.59
Finance	32,773	45,252	12,479	38.08
Administration	61,626	76,176	14,550	23.61
Legal Services	30,266	36,464	6,198	20.48
Human Resources	811	6,988	6,177	761.65
Communications	4,005	8,295	4,290	107.12
Committees and Working Groups	26,194	49,328	23,134	88.32
Department of Health Funded Expenditure	49,570	166,667	117,097	236.23
TOTAL EXPENDITURE	366,464	569,584	203,120	55.43
SURPLUS/(DEFICIT)	(242,426)	(321,520)	(79,094)	32.63

HEALTH PROFESSIONS COUNCIL

MANAGEMENT ACCOUNTS TO 30 APRIL 2002

DETAILED SUMMARY

	Actual £	Budget £	Variance £	Variance %
Income				
Registration fees	3,124	4,950	(1,826)	(36.89)
Registration fees (part year)	4,335	6,403	(2,068)	(32.30)
Restoration fees	6,116	7,726	(1,610)	(20.84)
Retention fees	0	0	0	#DIV/0!
EU fees	6,615	6,870	(255)	(3.71)
Non-EU fees	34,764	42,327	(7,563)	(17.87)
Confirmation letter fees	1,200	1,596	(396)	(24.81)
Grandfathering fees	0	1,609	(1,609)	(100.00)
Other	3,309	0	3,309	0.00
	<u>59,463</u>	<u>71,481</u>	<u>(12,018)</u>	<u>(16.81)</u>

HEALTH PROFESSIONS COUNCIL

MANAGEMENT ACCOUNTS TO 30 APRIL 2002

OVERHEAD TOTAL

Excluding Committees and Working Groups

Code	Actual £	Budget £	Variance £	Variance %
Payroll				
Basic	97,234	108,194	10,960	10.13
Overtime	4,128	3,730	(398)	(10.67)
National Insurance	13,801	10,505	(3,296)	(31.38)
Pension costs	11,798	17,454	5,656	32.41
Medical insurance	144	333	189	56.76
Staff recruitment	10,496	11,225	729	6.49
Temporary staff	3,552	3,417	(135)	(3.95)
Other payroll expense	0	0	0	#DIV/0!
	<u>141,153</u>	<u>154,858</u>	<u>13,705</u>	<u>8.85</u>
Travelling and subsistence				
Fares	629	2,963	2,334	78.77
Car expenses and car park	1,365	542	(823)	(151.85)
Subsistence	1,506	1,796	290	16.15
Entertaining	570	696	126	18.10
Council/committee expenses	0	0	0	#DIV/0!
Other travelling and subsistence	0	0	0	#DIV/0!
	<u>4,070</u>	<u>5,997</u>	<u>1,927</u>	<u>32.13</u>
Council and committee expenses				
Fees	20,493	24,596	4,103	16.68
Travelling and subsistence	12,971	17,458	4,487	25.70
Conference expenses	0	1,666	1,666	100.00
Training	0	500	500	100.00
	<u>33,464</u>	<u>44,220</u>	<u>10,756</u>	<u>24.32</u>
Property services				
Business rates	445	500	55	11.00
Water	50	83	33	39.76
Electricity	534	1,000	466	46.60
Gas	83	83	0	0.00
Cleaning contractors	1,412	1,667	255	15.30
Cleaning materials	805	500	(305)	(61.00)
Waste disposal	137	146	9	6.16
Repairs and maintenance	1,297	4,167	2,870	68.87
Maintenance contracts	517	417	(100)	(23.98)
Security	0	417	417	100.00
Other property costs	0	0	0	#DIV/0!
Property depreciation	2,167	2,167	0	0.00
	<u>7,447</u>	<u>11,147</u>	<u>3,700</u>	<u>33.19</u>

OVERHEAD TOTAL

Excluding Committees and Working Groups

Code	Actual £	Budget £	Variance £	Variance %
Office services				
Printing and stationery	16,888	20,500	3,612	17.62
Photocopying	255	667	412	61.77
Microfilming	35	83	48	57.83
Postage	8,285	16,667	8,382	50.29
Telephone	4,435	2,500	(1,935)	(77.40)
Telephone system maintenance	0	83	83	100.00
Mobile telephone	144	417	273	65.47
Fax	138	83	(55)	(66.27)
Couriers	167	83	(84)	(101.20)
Office equipment < £500	0	833	833	100.00
Office equipment maintenance	0	417	417	100.00
Staff catering	812	1,125	313	27.82
Other office services	0	325	325	100.00
Depreciation of office equipment	1,321	1,333	12	0.90
	32,480	45,116	12,636	28.01
Computer services				
Hardware < £500	1,460	508	(952)	(187.40)
Hardware maintenance	879	838	(41)	(4.89)
Software	603	2,667	2,064	77.39
Software maintenance	698	1,834	1,136	61.94
Software development	0	83	83	100.00
Systems support	70	2,250	2,180	96.89
Internet development	870	0	(870)	#DIV/0!
Internet maintenance	0	1,000	1,000	100.00
Computer media and sundries	0	833	833	100.00
Disaster contingency plan	668	542	(126)	(23.25)
Computer training	805	500	(305)	(61.00)
Other computer services costs	682	167	(515)	(308.38)
Hardware depreciation	7,599	7,708	109	1.41
	14,334	18,930	4,596	24.28

OVERHEAD TOTAL

Excluding Committees and Working Groups

Code	Actual £	Budget £	Variance £	Variance %
Specific departmental expenses				
Accountancy assistance	3,500	3,500	0	0.00
Advertisements and other promotions	383	833	450	54.02
Annual report	0	0	0	#DIV/0!
Archive storage	992	1,000	8	0.80
Auditors' fees	716	1,750	1,034	59.09
Bank charges	425	2,083	1,658	79.60
Books and publications	0	650	650	100.00
Christmas expenses	0	0	0	#DIV/0!
Conferences	342	0	(342)	#DIV/0!
General insurance	1,700	1,250	(450)	(36.00)
Legal insurance	0	4,375	4,375	100.00
Health and safety	321	208	(113)	(54.33)
Legal expenses	23,878	28,334	4,456	15.73
Library	0	0	0	#DIV/0!
Other professional fees (inc Scanning & Linking)	14,402	16,417	2,015	12.27
Pension administration	0	417	417	100.00
Staff functions	0	0	0	#DIV/0!
Subscriptions to professional bodies	1,530	421	(1,109)	(263.42)
Taxation assistance	9,094	10,000	906	9.06
Training	469	2,083	1,614	77.48
Translations	0	0	0	#DIV/0!
	<u>57,752</u>	<u>73,321</u>	<u>15,569</u>	<u>21.23</u>
OVERHEAD TOTAL	<u>290,700</u>	<u>353,589</u>	<u>62,889</u>	<u>17.79</u>

HEALTH PROFESSIONS COUNCIL

**BALANCE SHEET
as at 30th April 2002**

	£	£	<i>March 2002</i>	
			£	£
FIXED ASSETS				
Land & buildings, at cost or valuation	1,300,000		1,300,000	
Depreciation	<u>(10,833)</u>		<u>(8,667)</u>	
Net book value		1,289,167		1,291,333
Computer Equipment, at cost	590,479		579,635	
Depreciation	<u>(364,909)</u>		<u>(357,312)</u>	
Net book value		225,570		222,323
Office furniture and equipment, at cost	95,919		95,367	
Depreciation	<u>(46,318)</u>		<u>(44,997)</u>	
Net book value		49,602		50,370
		<hr/>		<hr/>
TOTAL FIXED ASSETS		1,564,338		1,564,026
INVESTMENTS		2,151,630		2,146,012
CURRENT ASSETS				
Debtors and prepayments	147,322		77,076	
Bank balances and cash	<u>724,205</u>		<u>1,300,067</u>	
		<u>871,527</u>		<u>1,377,143</u>
CURRENT LIABILITIES				
Amounts falling due within one year				
Registration fees in advance	29,755		21,301	
Retention fees in advance	763,706		670,710	
Creditors and accrued expenses	<u>191,149</u>		<u>549,859</u>	
		<u>984,611</u>		<u>1,241,870</u>
NET CURRENT ASSETS		(113,084)		135,273
		<hr/> 3,602,885 <hr/>		<hr/> 3,845,311 <hr/>
Represented by:				
Accumulated Fund at 1 April 2001		3,845,311		3,937,196
Surplus/(Deficit) for the year		<u>(242,426)</u>		<u>(91,885)</u>
		<u>3,602,885</u>		<u>3,845,311</u>