

**Recruitment**

Further to interviews on the 27<sup>th</sup> of February for Prosthetist and Orthotist Panel Members, 3 individuals have been successful in their application. Once references have been approved by the Interview Panel, (Willie Munro and Tom Berrie) Council will be asked to formally approve the appointments.

**Performance Appraisal**

The Partner Performance Appraisal system was approved by Council on 1<sup>st</sup> March 2006. Appraisals for all Partner roles will commence from 10<sup>th</sup> April 2006.

**Partner Re-appointments Process**

Meetings are still on-going with the Directors of HPC’s Education, International and Fitness to Practise departments, to determine the re-appointment process for Partners. A total of 296 contracts will expire in 2006, between the months of May and September. Once the proposed re-appointments process has been presented to May Council, all Partners will be informed of the steps they need to take to be re-appointed.

**Complaints Procedure**

The Partner Complaints procedure was approved by March Council and will be implemented with immediate effect. Work is currently underway to update HPC’s Management System with the process.

**Contract Updates**

New contracts for those Council and Non Council Committee Members who wish their Employer to receive their HPC fee, are ready to be implemented. Niamh O’Sullivan will distribute these as appropriate.. A separate agreement for Partners who fall into this category is also ready for implementation.

In addition, an alteration has been made to clause 7 of the Non Council Committee Member contract, to reflect the fact that PAYE will be deducted at source.

**Partner Expense Policy and Claim Forms**

A review of the Partner expense policy and claim form will be undertaken during March with Manj Cheema of Finance Department. This is to ensure they are kept up to date and reflect the requirements of the Partner Contracts.

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