

**TABLE OF ACTIONS FROM  
FINANCE COMMITTEE (FC) MEETING  
HELD ON 25th MAY 2021**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
<b>FC(21)91</b>	<b>Finance Report and Financial Forecast</b> To include a slide showing a profile of COVID-19 costs and funding in future forecast presentations.	RH	29.06.2021	Completed: profile included in M2 Report
<b>FC(21)92</b>	<b>Women and Children's Phase 2 Scheme</b> To meet with the Board Secretary and the Director of Estates, Facilities and Capital Management to consider both the articulation of a corporate risk and the HB's response in terms of key mitigations, with details to be provided at the next Finance Committee meeting on 29 <sup>th</sup> June 2021.	JW/ RE/ HT	29.06.2021	Completed: Update from Board Secretary: <i>This risk is being formally reported as part of a specific paper on the project which will be reviewed at the next PPPAC meeting. This risk will be reported back to Finance Committee once the process of including it as a Corporate Risk is completed.</i> A copy of the risk assessment is appended to the Table of Actions for information
<b>FC(21)92</b>	<b>Women and Children's Phase 2 Scheme</b> To highlight concerns raised by Members in relation to the delivery of the Women and Children's Phase 2 scheme to the Board in the Committee's Update Report from this meeting.	SW	29.06.2021	Completed: Concerns included in Finance Committee Update Report to Board
<b>FC(21)93</b>	<b>Finance Operational Risks</b> To raise the need to ensure that all operational risks are regularly updated with the Director of Operations.	SW/ AC	29.06.2021	Completed: extract from minutes relating to concerns forwarded to Director of Operations
<b>FC(21)93</b>	<b>Finance Operational Risks</b> To check the date of March 2022 for delivery of the dashboard training programme assigned in the Operational Risk Register.	SW	29.06.2021	Confirmed as March 2022.

FC(21)99	<b>Agile Digital Business Group Update</b> To detail opportunities for joint national and regional digital development in a future Digital Investment report to the Finance Committee.	AT	29.06.2021	Completed: Scheduled for inclusion in a future Digital Investment report.
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### Appendix: Women and Children Phase II Project Risk

Datix ref: Date of entry:		Any previous reference number:	
Name of person identifying risk :	Women & Children Phase II Project Group	Contact email/phone:	

### Risk Ownership

Executive Directorate:	Andrew Carruthers
Delegated Risk Owner: (OPS ONLY)	Keith Jones
Management/Service Lead:	Lisa Humphrey

### Risk Location

Directorate:	Women & Children Directorate	Service or Department:	Phase II
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### Risk Identification

Title of risk:	Women and Children Phase II Project Risk – Risk will sit with the Directorate, but the progression of mitigating actions will be the responsibility of the Capital and Estates Team supported by Director of Estates, Facilities and Capital Management				
Date risk identified:	April/May 2021	How risk was identified (risk source):	Project		
Type of Risk choose one ✓	Operational	Strategic	Project	✓	

### Risk Statement:

Describe the risk, work activity, environment or process being assessed. What is the risk to the Health Board?

There is a risk that the supply chain partner and their financiers could choose to walk away from the contract to deliver the last few sections of the W&C Phase II scheme in Glangwili					
This is caused by the fact that due to the time delays on the scheme which is a performance issue for the Supply Chain Partner and will lead to them operating in pain/without payment for the last months of the contract.					
This could lead to, or have an impact on the HB having to find another contractor to complete the scheme. This could also impact on the financial cost of delivering the scheme within the existing resources identified.					
Location of the Risk – Women and Children Phase II site - Glangwili					
What is the cost of correcting the loss if the risk materialises:		£	What is the financial cost based on?		
Please ✓ the one DOMAIN under which this risk lies:					
Safety, patient staff or public			Quality, Complaints or Audit		
Statutory Duty or Inspection			Adverse Publicity or Reputation		
Finance including Claims			Service/Business interruptions/disruptions		
			Workforce & OD		
			Business Objectives or Projects		✓
			Environmental		

### Inherent Risk Score (Likelihood x Severity = Risk Score)

What is the score **WITHOUT** any control measures?

Using the risk matrix overleaf, evaluate the <b>inherent</b> risk rating. This is the risk score <b>WITHOUT</b> control measures in place.					
Inherent likelihood	3	× Inherent impact	4	= Inherent risk rating	12

**Control Measures currently in place** - List the current control measures in place to minimise the potential impact of harm and reduce the risk, these must be **IN PLACE AND WORKING** to be a control.

<b>Control measures</b>
1. Monthly meetings are being held between the Estates Director and National Leads at Tilbury Douglas (TD)
2. Assurance being sought from Tilbury Douglas by NWSSP Estates around their commitment to deliver the scheme and a formal response has been requested by the Health Board

3. Meetings are being held between Tilbury Douglas and NWSSP Estates around Performance and the Designed for Life Framework
4. Impact of Tilbury Douglas being removed from the national framework in Wales if they pulled out of this project. This would be a consequential risk of them losing the opportunity to bid for future work in NHS Wales.

**Current Risk Score (Likelihood x Severity = Risk Score)**

Using the risk matrix below, identify the <b>current</b> risk rating. This is the risk score <b>WITH</b> control measures in place.					
<b>Current likelihood</b>	2	<b>× Current impact</b>	4	<b>= Current risk rating</b>	8

**Risk Action Plan** Please specify actions that address the cause of the risk (**clear and concise** )

<b>Actions must be SMART:</b> Specific, Measurable, Achievable, Realistic and Time-bound.	<b>By whom</b>	<b>By when</b>	<b>Cost of action</b>
1. Escalate this risk through the structure to the appropriate Committee	Project Director and SRO	End July 2021	
2. Continued monitoring of the position using current mechanisms in place into the final phase of the project with continued vigilance on the controls noted	Director of Estates	Ongoing	
3.			
4.			

**Target Risk Score (Likelihood x Severity = Risk Score)**

Using the risk matrix, identify the <b>target</b> risk rating. This is the risk score you are trying to achieve when the actions are put in place.					
<b>Target likelihood</b>	1	<b>× Target impact</b>	4	<b>= Target risk rating</b>	4

**Risk Review & Monitoring (for management completion)**

Identify the Lead Assurance Committee or Sub-Committee this risk should be reported to?	PPPAC		
Identify the local management group should this risk should be monitored at?	Capital Estates and IM&T		
Is this risk to be entered onto your service risk register in Datix? (yes/no)	Yes	<b>Frequency of review.</b>	Every 2 months