

## FINANCE AND PERFORMANCE COMMITTEE WORK PLAN APRIL 2025 – MARCH 2026

Currently, Finance and Performance Committee (FPC) meets bi-monthly. Based on this, the following table represents a proposal to incorporate the duties as outlined in the Committee's Terms of Reference into a basic work plan April 2025 – March 2026.

AGENDA ITEM/ ISSUE	LEAD	Responsible Officer	29 Apr 2025	26 Jun 2025	26 Aug 2025	21 Oct 2025	16 Dec 2025	24 Feb 2026	Apr 2026
<b>GOVERNANCE</b>									
Welcome and Apologies	Chair	All	✓	✓	✓	✓	✓	✓	
Declarations of Interests	Chair	CSO	✓	✓	✓	✓	✓	✓	
Minutes from previous meeting	Chair	CSO	✓	✓	✓	✓	✓	✓	
Matters Arising (not on agenda)	Chair	All	✓	✓	✓	✓	✓	✓	
Table of Actions (ToAs)	Chair	CSO	✓	✓	✓	✓	✓	✓	
FPC Terms of Reference (TORs) Review (12.1)	Chair	JW	✓						✓
SRC Annual Report 2024/25 (10.4.1)	Chair	HT	✓						
FPC Annual Report 2025/26 (10.4.1)	Chair	HT	✓						✓
Self-Assessment of Committee Effectiveness: Outcome Report (10.5)	Chair	JW						✓	
Corporate Risks Assigned to FPC (3.1.19)	HT	RW		✓	✓		✓		✓
Operational Risks Assigned to FPC (3.1.19)	HT	RW		✓		✓		✓	
<b>FINANCE</b>									
Finance Report (3.1.5) to include: <ul style="list-style-type: none"> <li>• Deficit Drivers Annual Refresh (3.1.2)</li> <li>• Financial Outlook 2025/26</li> <li>• Financial Recovery/In-Year Savings Programme</li> <li>• Risks on delivery of key financial targets key income sources &amp; contractual safeguards (3.1.7)</li> </ul>	HT	AS	✓	✓	✓	✓	✓	✓	

AGENDA ITEM/ ISSUE	LEAD	Responsible Officer	29 Apr 2025	26 Jun 2025	26 Aug 2025	21 Oct 2025	16 Dec 2025	24 Feb 2026	Apr 2026
Financial Plan and Strategy (3.1.4)	HT	AS	✓	✓	✓	✓	✓	✓	
Financial Systems Assurance Report (3.1.6)	HT	AS							
Finance Targeted Intervention Actions (3.1.8)	HT	SA	✓	✓	✓	✓	✓	✓	
Procurement Plan (3.1.10)	HT	GD		✓					
Procurement Update (3.1.10 & 3.1.13) • Review any investment/ disinvestment	HT	GD	✓	✓	✓	✓	✓	✓	
Capital Financial Management Update (3.5.3)	HT	RD	✓	✓	✓	✓	✓	✓	
Planning Objective Update Report (3.1.17)	HT/LD	ALP	✓ Q4/Closure	✓ Q1		✓ Q2		✓ Q3	
Contracts Assurance Report (3.1.11 &12)	HT								
Balance Sheet Report	HT	AS		✓		✓		✓	
Monitoring Welsh Health Circulars (under the remit of FPC)	Relevant EDs	RW		✓		✓		✓	
Ministerial Directions (as and when required)	Relevant EDs	RW	✓	✓	✓	✓	✓	✓	
<b>FINANCE AND PERFORMANCE DEEP DIVES</b>									
Thematic Reviews of Finance and Performance • UEC • Planned Care • Therapies • MHLD	AC	AC		✓	✓	✓	✓	✓	
Workforce	LG	LG							
Non-Pay and Procurement	HT	HT							
Medicines Value and Sustainability	JP	JP							
Commissioned Care	JP	JP	✓						
Discharge to Assess	JP	JP		✓					

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Ophthalmology performance: Getting It Right First Time (update on progress to address outstanding recommendations)	AC	SHi/VC		✓					
<b>PERFORMANCE</b>									
Integrated Performance Assurance Report (IPAR) (3.1.14)	HT	SH	✓	✓	✓	✓	✓	✓	
Performance Management Framework (3.1.14)	HT	HT							
NHS Wales Shared Services Partnership (NWSSP) Performance Report Quarter 2 2024/25 (quarterly) (3.1.16)	HT	RD		✓(Q4)	✓ (Q1)		✓(Q2)		
<b>FOR APPROVAL</b>									
Financial Procedures (3.1.21)	HT	TJ	✓	✓	✓	✓	✓	✓	
Policies (as required) (3.1.22)	All	All	✓	✓	✓	✓	✓	✓	
Business Cases (as and when required for scrutiny before onward ratification at Board) (3.1.9)	HT	HT	✓	✓	✓	✓	✓	✓	
<b>FOR INFORMATION</b>									
JCC Planning, Performance and Finance Sub-Committee Reports	HTy	JM	✓	✓	✓	✓	✓	✓	
<b>ADMINISTRATION</b>									
Agenda setting meeting with Chair & Exec Lead (at least 6 weeks before the meeting)	CSO	N/A	✓	✓	✓	✓	✓	✓	
Draft agenda to go to Executive Team	CSO	N/A	✓	✓	✓	✓	✓	✓	
Call for papers (at least 6 weeks before the meeting to receive papers at least 14 days before the meeting)	CSO	N/A	✓	✓	✓	✓	✓	✓	
Disseminate agenda/papers 7 days prior to meeting	CSO	N/A	✓	✓	✓	✓	✓	✓	
Issue a draft TOA within two days of the meeting	CSO	N/A	✓	✓	✓	✓	✓	✓	

AGENDA ITEM/ ISSUE	LEAD	Responsible Officer	29 Apr 2025	26 Jun 2025	26 Aug 2025	21 Oct 2025	16 Dec 2025	24 Feb 2026	Apr 2026
Circulate minutes and TOA to the Lead Director within 7 days of meeting	CSO	N/A	✓	✓	✓	✓	✓	✓	
Issue minutes and TOA to Members (including the Committee Chair) following Lead Director review	CSO	N/A	✓	✓	✓	✓	✓	✓	

**Chair:** Michael Imperato **Vice Chair:** Anna Lewis **Lead Executive:** Huw Thomas

<b>HT</b> Huw Thomas	<b>MH</b> Mark Henwood	<b>LD</b> Lee Davies	<b>JP</b> Jill Paterson
<b>JW</b> Joanne Wilson	<b>LG</b> Lisa Gostling	<b>SA</b> Shaun Ayres	<b>RD</b> Rhian Davies
<b>DW</b> Daniel Warm	<b>AS</b> Andrew Spratt	<b>GD</b> Gemma Deverill	<b>KJ</b> Keith Jones
<b>AJ</b> Amorelle Jones	<b>SHi</b> Steph Hire	<b>DB</b> Debra Bennett	<b>LC</b> Liz Carroll
<b>AL</b> Angela Lodwick	<b>HTy</b> Helen Tyler (JCC)	<b>SH</b> Sally Havard	<b>VC</b> Vicky Coppack
<b>TJ</b> Timothy John	<b>JM</b> Jacqueline Maunder (JCC)	<b>RW</b> Rachel Williams	<b>CSO</b> Committee Services Officer
<b>D</b> Deferred			