



HWEL DDA UNIVERSITY HEALTH BOARD – FINANCE COMMITTEE

agenda items (denoted by *).

Agenda Item/Issue	Lead	29 th April 2021	25 th May 2021	29 th June 2021	27 th July 2021	31 st Aug 2021	28 th Sept 2021	28 th Oct 2021	23 rd Nov 2021	21 st Dec 2021	25 th Jan 2022	23 rd Feb 2022	29 th March 2022
Apologies*	MH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Declarations of Interests*	All	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Minutes from Previous Meeting*	MH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Matters Arising and Table of Actions*	MH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reflective Summary*	HT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Finance Committee Annual Workplan*	MH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Annual Review of TORs/Membership	MH												✓
FC Self-Assessment of Performance – Review of Questions	MH												✓
FC Self-Assessment of Performance – Review of Outcomes	MH		✓										
Finance Committee Annual Report	MH	✓											
Monthly Finance Report & Forecast*	HT/ RH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Capital Financial Management*	HT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Route Map to Financial Balance/ Opps Framework*	CW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Digital Planning*	AT		✓			✓			✓			✓	
Digitisation of Health Records Interim Business Case	AT			✓					✓				
Workforce Planning - Financial Linkage (Quarterly)*	LG												
Corporate Risks (Quarterly)*	HT			✓			✓			✓			✓
Finance Operational Risks (Quarterly)*	HT		✓			✓			✓			✓	
Healthcare Contracting Update*	SA			✓		✓		✓		✓		✓	



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Quarterly review of waiting lists for HB patients and Outcomes of Treatments (included in H'Care Contracting Report)	SA				✓			✓			✓		
Update from Agile Digital Business Group (Bi-Monthly)	AT		✓		✓		✓		✓		✓		✓
Update from Commissioning Group (Bi-Monthly)	SA		✓		✓		✓		✓		✓		✓
Equipment Replacement Update Report	RD					✓			✓			✓	
NWSSP Performance Report (For Information)	RD		✓			✓			✓			✓	
Financial Plan Development (and Draft Financial Plan – March 2021)	HT				✓		✓	✓	✓				✓
Procurement (Quarterly)*	HT			✓			✓			✓			✓
Digitisation of Health Records Interim Business Case	HT			✓									
Winter Planning 2021/22	AC							✓					
Financial Procedures (ad hoc)*	JT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ministerial Directions (Quarterly)	HT	✓			✓			✓			✓		
Balance Sheet (Quarterly) For Assurance	HT	✓			✓			✓			✓		
Draft Annual Accounts 2020/21	HT		✓										
Year End De-Brief	JT			✓									
Any Other Business*	All	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Agenda setting meeting with Chair & Exec Lead (at least 4 weeks before the meeting)	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



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Draft agenda to go to Executive Team prior to issue	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Call for papers (at least 4 weeks before the meeting to receive papers at least 14 days before the meeting)	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Disseminate agenda & papers 7 days prior to the meeting	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Type up minutes and TOA within 7 days of the meeting	SW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Chair: Winston Weir Vice-Chair: Maynard Davies Lead Executive: Huw Thomas Committee Secretary: Sonja Wright

WW	Winston Weir	MB	Mark Bowling	RD	Rhian Davies
HT	Huw Thomas	SW	Sonja Wright	RH	Rebecca Hayes
AC	Andrew Carruthers	CW	Chris Williams	JT	Jennifer Thomas
SA	Shaun Ayres	AT	Anthony Tracey		