

CAPITAL SUB-COMMITTEE WORK PLAN 2026/27

The Capital Sub-Committee meets on a bi-monthly basis. The following table presents the duties as outlined in the Sub-Committee's Terms of Reference into a basic work program from April 2026 to March 2027.

AGENDA ITEM/ISSUE	LEAD	21 May 2026	23 July 2026	17 Sept 2026	17 Nov 2026	14 Jan 2027	19 March 2027
GOVERNANCE							
Apologies	Chair	✓	✓	✓	✓	✓	✓
Declarations of interests	Chair	✓	✓	✓	✓	✓	✓
Minutes and Actions from previous meeting	Chair	✓	✓	✓	✓	✓	✓
Committee Key Actions	CE	✓	✓	✓	✓	✓	✓
Annual review of Terms of Reference	Chair				✓		
Self-assessment of Sub-Committee Effectiveness	CE						✓
Sub-Committee work plan 2026/27	ER	✓					
RISK & ASSURANCE							
Sub-Committee assurance report to Strategy and Planning Committee	CE	4 Aug 2026	6 Oct 2026	1 Dec 2026	2 Feb 2027	TBC April 2027	TBC June 2027
Sub-Committee annual report to Strategy and Planning Committee	CE						For April 2027
Capital Projects Governance Update	TBC	✓	✓	✓	✓	✓	✓
Audit Recommendation Update Report	ER/TB	✓		✓		✓	
OPERATIONAL & STRATEGIC ISSUES							
DCP & CRL Update	ER & SW	✓	✓	✓	✓	✓	✓
DCP 2027/28	ER					✓	-
WG Dashboard Report	MA	✓	✓	✓	✓	✓	✓
Targeted Estates Fund (TEF) Tracker	SC		✓	✓	✓	✓	✓
Fire Schemes Status Update	RE		✓		✓		✓



Major Infrastructure Update	RE	✓		✓		✓	
Infection Control update - twice yearly update	RR		✓			✓	
CAPITAL PLANNING DEVELOPMENTS							
A Healthier Mid & West Wales Update	PW	✓	✓	✓	✓	✓	✓
Post Project Evaluation & Lessons Learnt	ER	As undertaken					
Medical Devices Annual Update	GR		✓				
Diagnostic Imaging Annual Update	GRD/SP				✓		
Infrastructure Investment Plan	CE, ER, PWi				✓	✓	✓
Digital Update	AT			✓			
Arts and Health update	KL						✓
Regional Capital Plan Update – 3 x a year	KN/AH	✓		✓		✓	
Estates Backlog Update	PWi			✓			
Capital Schemes Annual Review presentation	ER, CE	✓					
FOR INFORMATION							
Capital Review Meeting		✓	✓	✓	✓	✓	✓
Capital Monitoring Forum		✓	✓	✓	✓	✓	✓
Capital Planning Group		✓	✓	✓	✓	✓	✓
Any reports from Board/SPC		As required					
Scrutiny grids		As required					
Business Case Development		As required					
Cross Hands FBC	CE	TBC					
Major Infrastructure	RE	TBC					
Letters of Fire Safety	RE	TBC					
Fishguard	CE	TBC					
Other cases as appropriate		TBC					
ADMINISTRATION							
Agree agenda 3 weeks prior to the meeting	Chair & ER	✓	✓	✓	✓	✓	✓

Chase and collate meeting papers	TB	✓	✓	✓	✓	✓	✓
Quality check agenda and papers prior to circulation	ER	✓	✓	✓	✓	✓	✓
Circulate agenda & papers 7 days prior to the meeting	TB	✓	✓	✓	✓	✓	✓
Prepare annual schedule of meetings	JR & TB					✓	
Prepare annual work plan for the next financial year	ER & PW						✓
CSC SBAR Template – review periodically	ER						✓
Terms of Reference – update following SDODC – Strategy and Planning Committee change	ER, CE		✓				

Initials:

Chair – Chair of CSC
AH – Andrew Hopkins
AT – Anthony Tracey
CE – Clare Emanuel
ER – Eldeg Rosser
GR – Gareth Rees
GRD – Gail Roberts-Davies
JR – Jackie Rees
KL – Kathryn Lambert
KN – Kim Neyland
MA – Maggie Annison
PW – Paul Williams (Planning)
PWi – Paul Williams (Estates)
RE – Rob Elliott
RR - Rebecca Richards
SC – Simon Chiffi
SP – Sarah Procter
SW – Sarah Welsby
TB – Tristan Byrne
TBC – To be confirmed

