



## HYWEL DDA UNIVERSITY HEALTH BOARD – SUSTAINABLE RESOURCES COMMITTEE

agenda items (denoted by \*).

Agenda Item/Issue	Lead	29 <sup>th</sup> April 2021	25 <sup>th</sup> May 2021	29 <sup>th</sup> June 2021	27 <sup>th</sup> July 2021	23 <sup>rd</sup> Aug 2021	28 <sup>th</sup> Sept 2021	28 <sup>th</sup> Oct 2021	23 <sup>rd</sup> Nov 2021	21 <sup>st</sup> Dec 2021	25 <sup>th</sup> Jan 2022	23 <sup>rd</sup> Feb 2022	29 <sup>th</sup> March 2022
Apologies*	MH	✓	✓	✓		✓		✓		✓		✓	
Declarations of Interests*	All	✓	✓	✓		✓		✓		✓		✓	
Minutes from Previous Meeting*	MH	✓	✓	✓		✓		✓		✓		✓	
Matters Arising and Table of Actions*	MH	✓	✓	✓		✓		✓		✓		✓	
Reflective Summary*	HT	✓	✓	✓		✓		✓		✓		✓	
Sustainable Resources Committee Annual Workplan*	MH	✓	✓	✓		✓		✓		✓		✓	
Annual Review of TORs/Membership	MH					✓							
SRC Self-Assessment of Performance – Review of Questions	MH												
SRC Self-Assessment of Performance –Review of Outcomes	MH		✓										
Sustainable Resources Committee Annual Report	MH	✓											
Monthly Finance Report & Forecast*	HT/ RH	✓	✓	✓		✓		✓		✓		✓	
Capital Financial Management*	HT	✓	✓	✓		✓		✓		✓		✓	
Route Map to Financial Balance/ Opps Framework*	CW	✓	✓	✓		✓ (County Allocations)		✓		✓		✓	
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		✓			✓				✓		✓	



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Healthcare Contracting Update*	SA			✓		✓		✓		✓		✓	
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			✓									
COVID-19 Fixed Term Contract Staff	HT					✓							
Notes from Finance Checkpoint Meeting	HT					✓		✓		✓		✓	
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: Sarah Bevan**

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