

## HYWEL DDA UNIVERSITY HEALTH BOARD – SUSTAINABLE RESOURCES COMMITTEE

agenda items.

Agenda Item/Issue	Lead	28 <sup>th</sup> October 2021	21 <sup>st</sup> December 2021	23 <sup>rd</sup> February 2021	26 <sup>th</sup> April 2022
<b>Governance</b>					
Apologies*	WW	✓	✓	✓	✓
Declarations of Interests*	All	✓	✓	✓	✓
Minutes from Previous Meeting*	WW	✓	✓	✓	✓
Matters Arising and Table of Actions*	WW	✓	✓	✓	✓
Annual Review of ToR/Membership	WW				✓
SRC Self-Assessment of Performance – Review of Questions	WW				✓
SRC Self-Assessment of Performance –Review of Outcomes	WW				
SRC Self-Assessment of Performance –Action Plan	WW			✓	
Sustainable Resources Committee Annual Report	WW				✓
<b>For Discussion</b>					
Monthly Finance Report and Forecast (including Monthly Monitoring Return)	RH	✓	✓	✓	✓
Healthcare Contracting, Commissioning and Outsourcing Update	SA	✓	✓	✓	✓
Social Value and Carbon Reporting	CE	✓	✓ (Workshop)	✓ (Decarbonisation)	✓
Financial Risks and Mitigation <ul style="list-style-type: none"> <li>• Corporate Risks</li> <li>• Operational Risks</li> </ul>	HT	✓ ✓	✓ ✓	✓ ✓	✓ ✓
Plan Development <ul style="list-style-type: none"> <li>• Finance</li> <li>• Digital</li> </ul>	HT		✓	✓ ✓	
Extension to Lightfoot Contract				✓	

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<b>For Assurance</b>					
Balance Sheet	HT	✓		✓	
Corporate Performance Assurance Report	HT	✓	✓	✓	✓
Quarterly NWSSP Performance Report	HT		✓	✓	✓
Procurement Update	HT		✓		✓
Information Governance Sub-Committee Update	AT	✓	✓	✓	✓
Digital Inclusion	AT	✓			✓
Cyber Security	AT	✓			✓
County Resource Allocation	MB	✓			
Value Based Health Care Update	LD		✓		
Planning Objectives	HT	✓	✓	✓	✓
Business Case Process	HT	✓			
Draft Annual Accounts 2020/21	HT				✓
Year End De-Brief	JT				✓
Financial Planning, Monitoring and Reporting Final Internal Audit Report	HT				✓
<b>For Approval</b>					
Charging Structure for Private Patients (annually)	HT				✓
Financial Procedures	HT	✓	✓	✓	✓
<ul style="list-style-type: none"> <li>• Use of Consultancy</li> <li>• Purchase to Pay Procedures</li> <li>• Construction Industry Scheme</li> </ul>		✓	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> </ul>		



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<ul style="list-style-type: none"> <li>Identification and Charging for Overseas Visitors for NHS Treatment</li> <li>Treatment of Private Patients, Control of Admission and Collection of Income</li> <li>Property Found on Hywel Dda Premises</li> <li>Provision of Hospitality</li> <li>Single Tender Action</li> <li>Care Home and Provider Invoice Payment</li> </ul>			✓  ✓ ✓ ✓	✓	
<b>For Information</b>					
Notes from SRC Checkpoint Meetings	WW	✓	✓	✓	✓
Commissioning Group Update	SA	✓	✓	✓	✓
Agile Digital Business Group Update	AT	✓	✓ (verbal)	✓	✓
Capital Financial Management	RD	✓	✓	✓	✓
Matters for Board Escalation	HT	✓	✓	✓	✓
Ministerial Directions (Quarterly)	HT		✓		✓
Sustainable Resources Committee Annual Workplan	HT/CSO	✓	✓	✓	✓
Any Other Business	All	✓	✓	✓	✓
<b>Administration</b>					
Agenda setting meeting with Chair & Exec Lead (at least 4 weeks before the meeting)	CSO	✓	✓	✓	✓
Draft agenda to go to Executive Team prior to issue	CSO	✓	✓	✓	✓
Call for papers (at least 4 weeks before the meeting to receive papers at least 14 days before the meeting)	CSO	✓	✓	✓	✓
Disseminate agenda & papers 7 days prior to the meeting	CSO	✓	✓	✓	✓

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Type up minutes and TOA within 7 days of the meeting	CSO	✓	✓	✓	✓

**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>CW</b>	<b>Chris Williams</b>	<b>RH</b>	<b>Rebecca Hayes</b>
<b>AC</b>	<b>Andrew Carruthers</b>	<b>AT</b>	<b>Anthony Tracey</b>	<b>JT</b>	<b>Jennifer Thomas</b>
<b>SA</b>	<b>Shaun Ayres</b>	<b>LD</b>	<b>Leighton Davies</b>	<b>CSO</b>	<b>Committee Services Officer</b>