

Shared Services Partnership Committee

Forward Plan of Business

2018-2019

Month	Standing Items	Strategy, Policy & Implementation	Governance	Minutes/Chairs Reports/Annual Reports
Thursday 18th January 2018 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	Approve the Draft IMTP 2018-2021 Deep Dive session	Corporate Risk Register Report on Results of the SSPC Effectiveness Questionnaire	Minutes & Action log Chairman's Report Managing Director's Report
Thursday 27th March 2018 Boardroom, Charnwood Court	Finance and Performance Report Prudent Procurement Update Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	Approve the IMTP 2018-2021 Deep dive session	Corporate Risk Register Approve Risk Assurance Framework	Minutes & Action log Chairman's Report Managing Director's Report Audit Committee Highlight Report Annual Report WBFG 2017-2018
17th May 2018 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	Deep dive session	Corporate Risk Register Annual Governance Statement	Minutes & Action log Chairman's Report Managing Director's Report Annual Report on Complaints 2017-2018

				<p>Annual Report on Welsh Language 2017-2018</p> <p>Audit Committee Highlight Report</p> <p>Annual Report on use of Common Seal</p> <p>Sub-Committee Annual Reports</p> <ul style="list-style-type: none"> • WIFS • WEDS • WRP
<p>21st June 2018</p> <p>Boardroom,</p> <p>Charnwood Court</p>	<p>Finance and Performance Report</p> <p>Welsh Risk Pool Financial Position</p> <p>Update from National Procurement Service (NPS)</p>	<p>Deep dive session</p>	<p>Corporate Risk Register</p> <p>Review of Standing Orders (send report to Velindre committee also)</p> <p>List of Declarations of Interest 2017-2018</p> <p>Report on Gifts and Hospitality 2017-2018</p>	<p>Minutes & Action log</p> <p>Chairman's Report</p> <p>Managing Director's Report</p> <p>Audit Committee Highlight Report</p> <p>Approve the Annual Review 2017-2018 (incorporating a performance report, accountability report and sustainability report)</p> <p>Health and Safety Annual Report 2017-2018</p>

				Audit Committee Annual Report 2017-2018*
18th September 2018 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	Deep dive session	Corporate Risk Register Counter Fraud Service Annual Report 2017-2018 WAO Management Letter	Minutes & Action log Chairman's Report Managing Director's Report Audit Committee Highlight Report
15th November 2018 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	<u>Committee Development Session:</u> IMTP 2019-2022 Planning and Engagement Session	Corporate Risk Register Review of Service Level Agreements (SLA's) Approve Annual update of Audit Committee Terms of Reference SSPC Annual Forward Plan 2019-2020 (must be agreed by March)	Minutes & Action log Chairman's Report Managing Director's Report Audit Committee Highlight Report
Thursday 17th January 2019 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National	Approve the Draft IMTP 2019-2022 Deep Dive session Project Update – Prudent Procurement	Corporate Risk Register Report on SSPC Effectiveness Questionnaire	Minutes & Action log Chairman's Report Managing Director's Report Audit Committee Highlight

	Procurement Service (NPS)			Report
Thursday 21st March 2019 Boardroom, Charnwood Court	Finance and Performance Report Welsh Risk Pool Financial Position Update from National Procurement Service (NPS)	Approve the IMTP 2019-2022 Deep dive session	Corporate Risk Register Review Risk Assurance Framework	Minutes & Action log Chairman's Report Managing Director's Report

***must be issued within 3 months of the reporting year**