

<u>Shared Services Partnership Committee</u> <u>Forward Plan of Business</u>

2018-2019

Month	Standing Items	Strategy, Policy & Implementation	Governance	Minutes/Chairs Reports/Annual Reports
Thursday 18 th 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 27 th 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
17 th 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

				Annual Report on Welsh Language 2017-2018 Audit Committee Highlight Report Annual Report on use of Common Seal Sub-Committee Annual Reports WIFS WEDS WRP
21 st June 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 Review of Standing Orders (send report to Velindre committee also) List of Declarations of Interest 2017-2018 Report on Gifts and Hospitality 2017-2018	Minutes & Action log Chairman's Report Managing Director's Report Audit Committee Highlight Report Approve the Annual Review 2017-2018 (incorporating a performance report, accountability report and sustainability report) Health and Safety Annual Report 2017-2018

				Audit Committee Annual Report 2017-2018*
18 th September 2018	Finance and Performance Report	Deep dive session	Corporate Risk Register	Minutes & Action log
Boardroom,	Walsh Bish Bash Sinansial		Country Frank Comics	Chairman's Report
Charnwood Court	Welsh Risk Pool Financial Position		Counter Fraud Service Annual Report 2017-2018	Managing Director's Report
	Update from National Procurement Service (NPS)		WAO Management Letter	Audit Committee Highlight Report
15 th November 2018 Boardroom,	Finance and Performance Report	Committee Development Session:	Corporate Risk Register	Minutes & Action log
Charnwood Court	Кероге	IMTP 2019-2022	Review of Service Level	Chairman's Report
Charmetou Court	Welsh Risk Pool Financial	Planning and Engagement	Agreements (SLA's)	Chamman's Report
	Position	Session	(52.5)	Managing Director's Report
			Approve Annual update of	
	Update from National Procurement Service (NPS)		Audit Committee Terms of Reference	Audit Committee Highlight Report
			SSPC Annual Forward Plan	
			2019-2020 (must be agreed by March)	
Thursday	Finance and Performance	Approve the Draft IMTP 2019-	Corporate Risk Register	Minutes & Action log
17 th January 2019	Report	2022		
Boardroom,	Walde Birl Bar 15	B Bi	B	Chairman's Report
Charnwood Court	Welsh Risk Pool Financial Position	Deep Dive session Project Update – Prudent	Report on SSPC Effectiveness Questionnaire	Managing Director's Report
	Update from National	Procurement	Questionnane	Audit Committee Highlight

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

^{*}must be issued within 3 months of the reporting year