

Shared Services Partnership Committee - May 2021

Thu 20 May 2021, 10:00 - 13:00

TEAMS



Agenda

10:00 - 10:10
10 min

1. Agenda

1.1. Welcome and Introductions

Margaret Foster

1.2. Apologies for absence

Margaret Foster

1.3. Declarations of Interest

Margaret Foster

1.4. Draft minutes of meeting held on 18 March 2021

Margaret Foster

 NWSSP Partnership Cttee Minutes - 2021. 03 .pdf (7 pages)

1.5. Action Log

Margaret Foster

 1.5 Action Log May 2021.pdf (1 pages)

10:10 - 10:50
40 min

2. Service Updates

2.1. IP5 Update

Mark Roscrow

2.2. National Primary Care Programme

Andrew Evans

 SSP Committee. May 2021.pdf (8 pages)

10:50 - 11:15
25 min

3. Items for Approval

3.1. GMPI - Update to Scheme of Delegation

Mark Harris/Paul Veysey

 SSPC ELS Change to Scheme of Delegation (002).pdf (14 pages)

3.2. Legal & Risk Case Management System

Mark Harris

 SSPC - LR Case Management System_final.pdf (4 pages)

3.3. Audit Wales - PPE Strategy

Andrew Butler

 SSPC PPE Long-Term Strategy.pdf (4 pages)

 Procuring and Supplying PPE for Covid-19 Pandemic report.pdf (64 pages)

3.4. Annual Governance Statement

Peter Stephenson

 SSPC Cover Sheet Annual Governance Statement.pdf (4 pages)

 FINAL DRAFT Annual Governance Statement 2020-21.pdf (40 pages)

3.5. SLA Updates

Peter Stephenson

 SLA Cover Paper.pdf (3 pages)

 OVERARCHING Service Level Agreement Updated.asd.pdf (19 pages)

11:15 - 11:25
10 min

4. Chair/Managing Director's Report

4.1. Chair's Report

Verbal

4.2. Managing Director's Update

Neil Frow

 SSPC MD Update May 21.pdf (6 pages)

11:25 - 11:30
5 min

5. Project Updates

5.1. Laundry Update

Neil Frow

 Laundry Update May 21 SSPCv2.pdf (8 pages)

5.2. PMO Highlight Report

Andrew Butler

 PMO Monthly Update April.pdf (15 pages)

11:30 - 11:50
20 min

6. Governance, Performance & Assurance

6.1. Finance & Workforce Report

Andrew Butler/Gareth Hardacre

 SSPC Finance and Corporate Services May 21.pdf (11 pages)

 SSPC Workforce Report May 21.pdf (18 pages)

6.2. Corporate Risk Register

Peter Stephenson

- SSPC Corporate Risk Register May 2021.pdf (5 pages)
- Corporate Risk Register 20210511.pdf (5 pages)

6.3. Issues and Complaints - Annual Report

Peter Stephenson

- SSPC Annual Report Issues and Complaints 2020-21.pdf (6 pages)

6.4. Audit Committee Terms of Reference

Peter Stephenson

- NWSSP Audit Committee ToR May 2021.pdf (13 pages)

11:50 - 11:55
5 min

7. Items for Information

7.1. Finance Monitoring Reports

Andrew Butler

- Monitoring Return Commentary Month 12 NWSSP 2020-21 FINAL.pdf (7 pages)
- NWSSP March 21 Table A Movement.pdf (1 pages)
- NWSSP March 21 Table A2 Risks.pdf (1 pages)
- NWSSP March 21 Table B Monthly Positions.pdf (2 pages)
- NWSSP March 21 Table C Savings.pdf (2 pages)
- NWSSP March 21 Table C3 Tracker.pdf (1 pages)
- Monitoring Return Commentary Month 1 NWSSP 2021-22.pdf (6 pages)
- M1 Table A.pdf (1 pages)
- M1 Table B3.pdf (5 pages)
- M1 Tables C, C1, C2.pdf (2 pages)
- M1 Table C3.pdf (1 pages)

7.2. Audit Committee Highlight Report

Peter Stephenson

- 20042021 SSPC Audit Committee Assurance Report.pdf (4 pages)

11:55 - 12:00
5 min

8. Any Other Business