# Shared Services Partnership Committee

*Thu 23 September 2021, 10:00 - 12:00*

**Teams**

# Agenda

#### 10:00 - 10:05

5 min

#### 10:05 - 10:20

15 min

#### 10:20 - 10:35

15 min

## Agenda

### Welcome and Introductions

*Margaret Foster*

### Apologies for absence

*Margaret Foster*

### Declarations of Interest

*Margaret Foster*

### Draft minutes of meeting held on 22 July 2021

*Margaret Foster*

 1.4 SSPC Minutes - 2021. 07 - Part A.pdf (9 pages)

### Action Log

*Margaret Foster*

 1.5 Action Log September 2021.pdf (1 pages)

## Deep Dive

### Supporting Primary Care

*Andrew Evans*

 2.1 Primary Care Presentation Sep 2021.pdf (6 pages)

## Chair/Managing Director's Report

### Chair's Report

*Verbal*

### Managing Director's Update

*Neil Frow*

 3.2 SSPC MD Update Sept 21.pdf (7 pages)

#### 10:35 - 11:15

40 min

#### 11:15 - 11:20

5 min

#### 11:20 - 11:50

30 min

#### 11:50 - 11:55

5 min

## Items for Approval/Endorsement

### IMTP

*Alison Ramsey*

 4.1 NWSSP IMTP 2022-2025.pdf (5 pages)

 4.1 IMTP - approach 2021-2025.pdf (14 pages)

### Laundry - SBAR

*Andrew Butler*

 4.2 Laundry Hywel Dda SBAR.pdf (13 pages)

### PPE Strategic Plan

*Andrew Butler*

 4.3 PPE Long Term Plan.pdf (2 pages)

 4.3 PPE Plan 17 09 2021.pdf (19 pages)

## Project Updates

### PMO Highlight Report

*Alison Ramsey*

 5.1 PMO Monthly Update August.pdf (17 pages)

## Governance, Performance & Assurance

### Finance & Performance Report

*Andrew Butler*

 6.1 Finance and Performance Update.pdf (14 pages)

### Oracle Upgrade

*Andrew Butler*

 6.2 Oracle Upgrade.pdf (4 pages)

### People & OD Report

*Gareth Hardacre*

 6.3 People & OD Update Report.pdf (16 pages)

### Corporate Risk Register

*Peter Stephenson*

 6.4 Corporate Risk Register.pdf (4 pages)

 6.4 Corporate Risk Register 20210914.pdf (5 pages)

## Items for Information

### Welsh Language Annual Report

*Peter Stephenson*

 7.1 Welsh Language Annual Report.pdf (12 pages)

### Finance Monitoring Reports

*Andrew Butler*

 7.2 MMR M4 Narrative.pdf (8 pages)

 7.2 MMR M4 Table A Movements.pdf (1 pages)

 7.2 MMR M4 Table A2 Risks.pdf (1 pages)

 7.2 MMR M4 Table B Monthly Position.pdf (2 pages)

 7.2 MMR M4 Table C3 Tracker.pdf (1 pages)

 7.2 MMR M4 Table C Savings.pdf (2 pages)

 7.2 MMR M5 Narrative.pdf (9 pages)

 7.2 MMR M5 Table A Movements.pdf (1 pages)

 7.2 MMR M5 Table A2 Risks.pdf (1 pages)

 7.2 MMR M5 Table B Monthly Position.pdf (2 pages)

 7.2 MMR M5 Table C3 Tracker.pdf (1 pages)

 7.2 MMR M5 Table C Savings.pdf (2 pages)

#### 11:55 - 12:00

5 min

## Any Other Business

### Timing of Future Meetings

*Peter Stephenson*