

**FINANCE AND PERFORMANCE WORK PLAN 2018/19**

ITEM	MAPPED TO STRATEGIC AIMS (see key below)	EXECUTIVE DIRECTOR LEAD	FINANCE & PERFORMANCE MEETINGS												NOTES	
			QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4				
			Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
<b>ANNUAL</b>																
Q1 Monitoring Returns and Commentary	4	NP							X							
Q2 Monitoring Returns and Commentary	4	NP									X					
Q3 Monitoring Returns and Commentary	4	NP											X			
Q4 Monitoring Returns and Commentary	4	NP		X												
Reference Cost Process for Approval	4	NP	X													
Reference Costs/SLR	4	NP									X					
Reference Cost Submission and Service Line Report	4	NP										X				
F&P Annual Report	1, 2, 4	NP		X									X			
Next Year's Meeting Dates	N/A	NP							X							
Winter Plan	1, 2, 4	KM								X						
Review of previous year's Winter Plan	1, 2, 4	KM					X									
<b>PERIODIC</b>																
Integrated Risk & Assurance Report (Quarterly)	1, 2, 3, 4, 5	SC		X	X				X			X		X		
IT Update (Quarterly)	1, 2, 4, 5	DT		X					X			X			X	
Lord Carter Update (Bi-annually)	1, 2, 3, 4, 5	KM	X							X						
MIB Workstream (Every 2 months)		KM														
				X			X					X		X		July - Excellent Emergency Care (8.30-9.00am slot if poss) Sept - People Strategy Nov - OD
Procurement Update (Quarterly)	4	NP		X					X			X			X	
Capital Programme / 5 Year Plan	4	NP								X					X	
Directorate Plans	4	NP				X			X		X				X	Jun - Urology
<b>STANDING ITEMS</b>																
Apologies	N/A	N/A														
Declaration of Interests	N/A	N/A														
Minutes of previous meeting	N/A	N/A														
Matters arising	N/A	N/A														
Any Other Business	N/A	N/A														
Items for Future Meetings	N/A	N/A														
Items to be brought to BOD attention	N/A	N/A														
Date of next meeting	N/A	N/A														
Current Financial Position																
- Financial Position as at ...	4	NP									X	X	X	X	X	
- Financial Plan Update																
Organisational Performance																
- Patient Activity to ...	1, 2, 3, 4, 5	KM														
- Integrated Performance Report																
<b>AD HOC ITEMS</b>																
Getting It Right First Time Update	1, 2	KM/NP	X							X (?)						
A&E Performance / Winter	1, 2, 3, 4, 5	KM	X													
Wholly Owned Subsidiary	4	NP		X												
Pharmaceuticals Procurement Update (Damian Child)	4	NP				X										
<b>Observers</b>				Clare Morgan			Sarah Davies (Grad Man)		Imran Hafeez (Grad Man)							

- KEY - STRATEGIC AIMS**
- 1 - DELIVER THE BEST CLINICAL OUTCOMES
  - 2 - PROVIDE PATIENT-CENTRED SERVICES
  - 3 - EMPLOY CARING AND CARED FOR STAFF
  - 4 - SPEND PUBLIC MONEY WISELEY
  - 5 - DELIVER EXCELLENT RESEARCH, EDUCATION AND INNOVATION