

**CONFIRMED MINUTES OF THE MEETING OF THE FINANCE COMMITTEE  
HELD ON 27<sup>th</sup> MAY 2020  
CEFN MABLY MEETING ROOM/SKYPE , WOODLAND HOUSE**

**Present:**

Dr Rhian Thomas	RT	Chair, Independent Member – Capital and Estates
Charles Janczewski	CJ	Interim Board Chair
John Union	JU	Independent Member - Finance
Abigail Harris	AH	Executive Director of Strategic Planning
Andrew Gough	AG	Assistant Director of Finance
Chris Lewis	CL	Deputy Director of Finance
Len Richards	LR	Chief Executive
Martin Driscoll	MD	Executive Director of Workforce and Organisational Development
Nicola Foreman	NF	Director of Corporate Governance
Ruth Walker	RW	Executive Nurse Director
Steve Curry	SC	Chief Operating Officer

**In Attendance:**

**Secretariat:**

Paul Emmerson PE Finance Manager

**Apologies:**

Abigail Harris AH Executive Director of Strategic Planning

<b>FC 20/026</b>	<b>WELCOME AND INTRODUCTIONS</b>	<b>ACTION</b>
	The Chair welcomed everyone to the meeting.	
<b>FC 20/027</b>	<b>APOLOGIES FOR ABSENCE</b>	
	Apologies for absence were noted.	
<b>FC 20/028</b>	<b>DECLARATIONS OF INTEREST</b>	
	The Chair invited members to declare any interests in proceedings on the Agenda. None were declared.	
<b>FC 20/029</b>	<b>MINUTES OF THE COMMITTEE MEETING HELD ON 29<sup>TH</sup> APRIL 2020</b>	
	The minutes of the meeting held on 29 <sup>th</sup> April 2020 were reviewed for accuracy and were agreed as a true and accurate record.	

	<p><b>Resolved – that:</b></p> <p>The minutes of the meeting held on 29<sup>th</sup> April 2020 were approved by the Committee as an accurate record.</p>	
<b>FC 20/030</b>	<p><b>ACTION LOG FOLLOWING THE LAST MEETING</b></p> <p><b>FC 20/008– FINANCE RISK REGISTER</b> - Additional Risk to be added to the Dragon’s Heart Hospital (DHH) Risk Register relating to the fact that in many instances there is only a letter of intent in place as opposed to a formal contract.</p> <p>It was confirmed <b>that a</b> risk had been added to DHH Risk Register included in May 2020 papers where a letter of intent is in place as opposed to a formal contract.</p> <p><b>Action complete.</b></p> <p><b>Resolved – that:</b></p> <p>The Finance Committee <b>received</b> the Action Log.</p>	
<b>FC 20/031</b>	<p><b>CHAIRS ACTION SINCE THE LAST MEETING</b></p> <p>There had been no Chairs action taken since the last meeting.</p>	
<b>FC 20/032</b>	<p><b>FINANCE RISK REGISTER</b></p> <p>The Assistant Director of Finance (AG) presented the Finance Risk register.</p> <p>The extreme risks were noted as being:</p> <p><b>Fin01/20</b> – Reducing underlying deficit from £11.5m to £4.0m in line with IMTP submission.  <b>Fin02/20</b> – Management of budget pressures.  <b>Fin03/20</b> – Delivery of £29.0m (3.5%) CIP  <b>Fin10/20</b> – COVID-19 impact on financial plan</p> <p>The Finance Committee was asked to note that the COVID-19 financial plan risk (FIN10/20) was shown at appendix 2 as a sub-set to the main risk register.</p> <p>It was noted that the mitigation of risks was in part dependent on decisions taken by Welsh Government to support and review plans in place to manage the impact of COVID -19 on UHB services. Picking up on this theme the Director of Finance indicated that the Risk Register would be subject to substantive review as the circumstances around risks changed.</p> <p>The Finance Committee Chair (RT) asked if further detail could be provided on specific actions to mitigate some of the current risks and</p>	Assistant Director Of Finance

	<p>the Assistant Director of Finance agreed that further detail would be provided to future Committee meetings where actions had been taken.</p> <p><b>Resolved - that:</b></p> <p>The Finance Committee noted the risks highlighted in the 2020/21 risk register.</p> <p>The Finance Committee noted the risks highlighted in the Dragon's Heart Hospital sub set risk register.</p>	
<b>FC 20/033</b>	<p><b>ITEMS TO BEING TO THE ATTENTION OF THE BOARD</b></p> <p>There were no items to being to the attention of the Board.</p>	
<b>FC 20/034</b>	<p><b>DATE OF THE NEXT MEETING OF THE COMMITTEE</b></p> <p><b>Wednesday</b> 24<sup>th</sup> June; <b>2.00pm</b>; Cefn Mably Meeting Room, Ground Floor, HQ, Woodland House</p>	