

PLANNING, PERFORMANCE & FINANCE SUB-COMMITTEE FORWARD PLAN OF BUSINESS APRIL 2025 – MARCH 2026

Currently, the Planning, Performance and Finance Sub-Committee meets bi-monthly. Based on this, the following table represents a proposal to incorporate the duties as outlined in the Sub-Committee's Terms of Reference into a basic work programme for 2025/2026.

AGENDA ITEM / ISSUE	LEAD	RESPONSIBLE OFFICER	12 Aug 2025	07 Oct 2025	9 Dec 2025	10 Feb 2026	TBC	TBC
Welcome and Apologies	Chair	All	✓	✓	✓	✓		
Declarations of Interests	Chair	CG	✓	✓	✓	✓		
Minutes from Previous Meeting and Matters Arising	Chair	CG	✓	✓	✓	✓		
Action Log	Chair	CG	✓	✓	✓	✓		
Agenda Items for the Next Meeting	Chair	CG	✓	✓	✓	✓		
Financial Report	Chair	ST	✓	✓	✓	✓		
Performance Report	Chair	ST	✓	✓	✓	✓		
Strategy Development	Chair	GG	✓	✓	✓	✓		
Integrated Medium-Term Plan (IMTP) Development 2026-29	Chair	GG	✓	✓	✓	✓		



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Foundation Plan 2025-26 Quarterly Delivery Updates	Chair	CH	✓ Qtr1	✓Qtr2		✓Qtr 3		
Risk Register – Risks assigned to the PPF Sub-committee	Chair	CG	✓	✓	✓	✓		
Commissioning Assurance Framework	Chair	ST	TBC					
Performance Framework	Chair	ST	TBC					
Consultation & Engagement Protocol (Service Change between JCC and HBs)	Chair	CH	TBC					
WG Financial allocation letters	Chair	ST			✓			
Review of Terms of Reference (ToR)	Chair	CG				✓		
Annual Review of Sub-Committee Effectiveness	Chair	CG				✓		
Annual Report on Sub-Committee Activity	Chair	CG				✓		

Key:

- GG – George Galletly
- ST – Stacey Taylor
- CH – Claire Harding
- CG – Corporate Governance