

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 February 2025 – March 2026.

AGENDA ITEM/ ISSUE	LEAD	RESPONSIBLE OFFICER	11 Feb 2025	8 Apr 2025	10 Jun 2025	12 Aug 2025	07 Oct 2025	9 Dec 2025	10 Feb 2026
Standing Items									
Welcome and Apologies	Chair	All	✓	✓	✓	✓	✓	✓	✓
Declarations of Interests	Chair	CGO	✓	✓	✓	✓	✓	✓	✓
Minutes from Previous Meeting and Matters Arising	Chair	CGO		✓	✓	✓	✓	✓	✓
Action Log	Chair	CGO		✓	✓	✓	✓	✓	✓
Agenda Items for the Next Meeting	Chair	CGO	✓	✓	✓	✓	✓	✓	✓
Financial Report	Chair	ST	✓	✓	✓	✓	✓	✓	
Operational Performance Report	Chair	ST	✓	✓	✓	✓	✓	✓	
Integrated Medium Term Plan (IMTP) Development	Chair	CH	✓				✓	✓	✓
Integrated Medium Term Plan (IMTP) Quarterly Update	Chair	CH		✓		✓	✓		✓
JCC Risk Register – Risks assigned to the PPF Sub-	Chair	JM	✓	✓	✓	✓	✓	✓	✓

AGENDA ITEM/ ISSUE	LEAD	RESPONSIBLE OFFICER	11 Feb 2025	8 Apr 2025	10 Jun 2025	12 Aug 2025	07 Oct 2025	9 Dec 2025	10 Feb 2026
committee									
Commissioning Assurance Framework	Chair	ST		✓					
Performance framework	Chair	ST		✓					
Consultation & Engagement Protocol (Service Change between JCC and HBs)	Chair	CH		✓					
WG Financial allocation letters	Chair	ST	✓						
Annual Review of Terms of Reference (ToR)	Chair	HGO							✓
Annual Review of Sub-Committee Effectiveness	Chair	HGO							✓
Annual Report on Sub-Committee Activity	Chair	HGO							✓

Key:

- ST – Stacey Taylor
- JM – Jacqui Maunder
- CH – Claire Harding
- CSO – Corporate Governance Officer
- HGO – Head of Corporate Governance