



**PWYLLGOR DATBLYGU STRATEGOL A CHYFLENWI GWEITHREDOL
STRATEGIC DEVELOPMENT AND OPERATIONAL DELIVERY COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	19 December 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Strategic Development and Operational Delivery Committee (SDODC) Self-Assessment Outcome Report 2023/24 – Progress Update
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Maynard Davies, SDODC Chair Lee Davies, Director of Strategy and Planning
SWYDDOG ADRODD: REPORTING OFFICER:	Joanne Wilson, Director of Corporate Governance/Board Secretary Charlotte Wilmshurst, Assistant Director of Assurance and Risk

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The purpose of this report is to provide an update to the actions agreed by the Strategic Development and Operational Delivery Committee (SDODC) in response to the outcome of the SDODC Self-Assessment 2023/24 process.

Cefndir / Background

In June 2024, SDODC received a [report](#) which presented the outcomes of the SDODC Self-Assessment 2023/24 process. For SDODC, this involved:

- Short digital form which requested feedback on the following areas:
 - Governance and administration
 - Committee's inputs
 - Conduct of Committee meetings
 - Interface with other Committees, including the Board
 - Committee's impact
 - Individual role on Committee

The feedback from this form was considered alongside other information, such as:

- Matters escalated to the Board
- Independent Members' (IM) Reflective sessions
- Auditor/Regulator feedback

Asesiad / Assessment

The following actions were agreed in response to the outcomes of the SDODC Self-Assessment 2023/24 in June 2024 :

Action	By whom	By when	
Review Terms of Reference (TORs) to reflect the targeted intervention key deliverables for the Committee	Lead Executive/ Director of Corporate Governance	Completed	Review undertaken and revised TORs approved by Board on 25 July 2024.
Consider how agendas and meetings are structured to ensure Committee has sufficient time to focus on and scrutinise key matters within its remit, suggestions included (1) strategy, delivery, estates and Public Health, (2) strategy, capital, population health, Primary and Community Care	Lead Executive/ Director of Corporate Governance	Completed	The Governance section will now feature a more focused Targeted Intervention (TI) update, providing additional time for discussions on other topics. Furthermore, the IPAR has been relocated towards the end of the Performance section due to overlapping discussions that have arisen during Deep Dives. This approach will continue to be reviewed at each Agenda Setting meeting.
Workplan to include Commissioning, Primary Care, Community Services, Public Health	Lead Executive	Completed	These areas are now included on the SDODC work plan.
Review report template to simplify reporting and strengthen focus on delivery, impacts and outcomes	Director of Corporate Governance	Not Completed – revised date January 2025	This was delayed due to start of new Health Board Chair in May 2024. Feedback from the 2023/24 Self-Assessment process was presented to the Board Seminar in August and this will inform the development of the future reporting template.
Update report writing guidance for authors to reflect the need to focus less on process and more on delivery, impacts and outcomes	Director of Corporate Governance	Not Completed – revised date January 2025 ready for implementation in April 2025 with new Committee structure and	This was delayed due to start of new Health Board Chair in May 2024. Feedback from the 2023/24 Self-Assessment process was presented to the Board Seminar in August and this will

		Integrated Impact Assessment	inform the development of the future reporting template. Report writing guidance (Do's and Don'ts) are circulated with the Call for Papers, however guidance will be reviewed when new reporting template has been developed.
Provide clarity at Agenda Setting meetings the time allocated to focus on key issues and the senior managers who should be invited to present at meetings. This is now undertaken at each Agenda Setting meeting	Chair and Lead Executive	Completed	This is undertaken at each SDODC Agenda Setting meeting. This is also emphasised when issuing the call for papers email.
Ensure outcomes are fed into the Board Development Programme	Assistant Director of Organisational Development	Completed	Outcomes have been incorporated into the Board Development Programme.

Self-Assessment Process 2024/25

The Committee membership and attendees (as per Terms of Reference) will be sent a short digital form to complete in December 2024. Survey responses will be collated, along with feedback captured through the preceding 12 months and presented for discussion at SDODC on 27 February 2025.

Argymhelliad / Recommendation

The Committee is asked to **RECEIVE ASSURANCE** from the progress made against the actions being undertaken to improve its effectiveness.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	10.5 The Director of Board Governance/Board Secretary, on behalf of the Board, shall oversee a process of regular and rigorous self assessment and evaluation of the Committee's performance and operation, including that of any sub committees established.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Parthau Ansawdd: Domains of Quality	7. All apply

Quality and Engagement Act (sharepoint.com)	
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply
Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	SDODC Terms of Reference SDODC Self-Assessment digital form results Auditor and Regulator feedback through Structured Assessment, and Internal Audit
Rhestr Termau: Glossary of Terms:	Included within report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Datblygu Strategol a Chyflenwi Gweithredol: Parties / Committees consulted prior to Strategic Development and Operational Delivery Committee:	SDODC Chair Director of Corporate Governance/Board Secretary

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable
Ansawdd / Gofal Claf: Quality / Patient Care:	An effective SDODC should seek out areas of system weakness and facilitate an organisational culture that drives strategic development and operational performance.
Gweithlu: Workforce:	Not applicable
Risg: Risk:	An effective SDODC should drive improvement through scrutiny and challenge on the effective and efficient management of risks relating to strategic development and operational performance.
Cyfreithiol: Legal:	Not applicable

Enw Da: Reputational:	Not applicable
Gyfrinachedd: Privacy:	Not applicable
Cydraddoldeb: Equality:	Not applicable