



HYWEL DDA UNIVERSITY HEALTH BOARD – STRATEGIC DEVELOPMENT AND OPERATIONAL DELIVERY COMMITTEE WORKPLAN 2023/24

AGENDA ITEM/ ISSUE	LEAD	NOTE	27 April 2023	26 June 2023	31 Aug 2023	26 Oct 2023	21Dec 2023	29 Feb 2024	EOY April 2024
GOVERNANCE AND RISK									
Apologies*	Chair		✓	✓	✓	✓	✓	✓	✓
Declaration of Interests*	Chair		✓	✓	✓	✓	✓	✓	✓
Minutes from previous meeting*	Chair		✓	✓	✓	✓	✓	✓	✓
Matters Arising & Table of Actions*	Chair		✓	✓	✓	✓	✓	✓	✓
SDODC Terms of Reference	Chair			✓					
Self-Assessment of Committee Effectiveness: Process	Karen Richardson			✓					
Self-Assessment of Committee Effectiveness: Outcome	Karen Richardson					✓			
SDODC Annual Assurance Report to ARAC/Board	Chair	To be prepped by Sally	✓						✓
Capital Sub-Committee Terms of Reference	Paul Williams Eldeg Rosser							✓	
Capital Sub-Committee Update Reports*	Lee Davies		✓	✓	✓	✓	✓	✓	✓
Capital Sub-Committee Annual Reports	Lee Davies		✓						✓
Corporate Risks Allocated to SDODC	Relevant EDs		✓		✓		✓		✓
Operational Risks Related to SDODC	Relevant EDs			✓		✓		✓	
PERFORMANCE									
Integrated Performance Assurance Report*	Huw Thomas/EDs		✓	✓	✓	✓	✓	✓	✓
Evaluation of Winter Plan 2022/23	Andrew Carruthers			✓					

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Winter Plan 2023/24 Preparation and Key Priorities	Andrew Carruthers				✓				
PLANNING									
IMTP 2023/24 - 2024/25	Lee Davies	Meeting date dependent on submission date to WG SH to flag					✓	✓	
Quarterly Annual Plan Monitoring Returns and Planning Objective Update:									
Q4 2022/23 (Apr 2023)	Lee Davies Dan Warm		✓						
Q1 2022/24 (Aug 2023)					✓				
Q2 2023/24 (Oct 2023)						✓			
Q3 2023/24 (Feb 2024)								✓	
Q4 2024/25 (Apr 2024)									✓
Bronglais Hospital Fire Precuation Works PBC	Andrew Carruthers Huw Rees/Rob Elliott	Deferred from Feb meeting	✓						
Continuous Engagement <i>deferred from Feb</i>	Alwena Hughes-Moakes	Transferring to Alwena	✓						
Planning Objectives to be advised <i>Will be listed</i>	Charlotte Wilmshurst/ Dan Warm								
Deep Dive on Individual Planning Objectives		To be taken as necessary on 'behind/concern' POs							
Primary Care	Jill Paterson						✓		
Clinical Services Plan	Lee Davies	May lead to consultation – will know after Board Seminar 2.2.23. Allow plenty of time for discussion					SH: Flag	✓ Can defer	
Report on the Discretionary Capital Programme 2023/24*	Paul Williams Eldeg Rosser		✓	✓	✓	✓	✓	✓	✓
Vaccination Programme for Prevention and Response Plan: 2022/23: Update 2023/24: Progress Update, Key Priorities and Delivery Plan	Alison Shakeshaft/ Jo McCarthy				✓				

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Strategic Outline Cases (SOCs)	Lee Davies Eldeg Rosser	To come to SDODC as required - one paper to cover all							
Programme Business Cases (PBCs)	Lee Davies Eldeg Rosser	To come to SDODC as required							
Strategic Outline Case: AHMWW (Land) <i>Possible: Extraordinary SDODC at end of July 2023</i>	Lee Davies	SH flag early March 2023		✓	✓				
Strategies: Stroke	Alison Shakeshaft	Part of urgent and emergency care programme			✓				
Strategies: Dementia Strategy	Alison Shakeshaft Rhian Matthews/ Monica B-F	Part of urgent and emergency care programme			✓				
Strategies: Palliative Care	Jill Paterson Rhian Matthews	Part of urgent and emergency care programme			✓				
Planning in Partnership: Regional Integration Fund Update	Jill Paterson						✓		
Planned Care Update	Andrew Carruthers	To include update on previous year	✓		✓		✓		✓
Urgent and Emergency Care	Andrew Carruthers			✓		✓		✓	
National CHC Framework 2021	Jill Paterson	Currently an action for JP – SH to keep ToA updated							
Pharmaceutical Needs Assessment	Jill Paterson Rhian Bond/ Tracey Huggins		✓ Plan	✓ Assess't					
Estates Property Strategy <i>(from In-Cttee Dec 22)</i>	Lee Davies					✓			
FOR APPROVAL									
Corporate Policies	Lee Davies		✓	✓	✓	✓	✓	✓	✓
PLANNING IN PARTNERSHIP									
ARCH Update (PO 5N)	Lee Davies Sion Charles			✓		✓		✓	
South West Wales Cancer Centre	Lee Davies (Dan Warm)	? If anything further needs to be reported to SDODC and timescale. Can update in general through ARCH update.							

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Pentre Awel (Llanelli Wellness Centre)	Lee Davies Sharon Burford		✓				✓		✓
PSBs Well-being Assessments (WBFGA)	Jo McCarthy Anna Bird	PSB Plan to Feb SDODC Assessment for April	✓						✓
RPB Population Assessment (SSWBA)	Jill Paterson	Deferred from Feb 23 mtg	✓					✓	
RPB Market Stability Report	Jill Paterson	Deferred from Feb 23 mtg	✓				✓		
WELSH GOVERNMENT GUIDANCE									
Monitoring Welsh Health Circulars (WHCs)	Relevant EDs				✓			✓	
FOR INFORMATION									
SDODC Work Programme 2022/23	Sally		✓	✓	✓	✓	✓	✓	✓

Note:

- Number of Planning Objectives will be reduced. Will be taken to Board Seminar.
 - Charlotte Wilmshurst and Dan Warm will align to committees (hoped for fewer POs for SDODC)
 - Structuring POs will facilitate targeted IPAR reporting
 - POs to be mapped into the SDODC workplan
- SDODC meetings to be themed (ie, keep all public health POs together eg, inequalities/social health);
- Eldeg will advise if specific SOC/PBC agenda items are required.
- Planned Care Update to be included for each SDODC meeting
- Integrated Locality Plans/Clusters: copy workplan to Julia Chambers

* Standing agenda item

Capital Sub-Committee dates: 24 March 2023 / 25 May 2023 / 20 July 2023 / 22 September 2023 / 17 November 2023