

HYWEL DDA UNIVERSITY HEALTH BOARD – STRATEGIC DEVELOPMENT & OPERATIONAL DELIVERY COMMITTEE WORK PLAN APRIL 2022 – APRIL 2023

The following table sets out the Committee’s proposed work programme for 2022-23, including standing agenda items (denoted by *).

AGENDA ITEM/ ISSUE	LEAD	NOTE	28 th April 2022	27 th June 2022	25 th Aug 2022	27 th Oct 2022	16 th Dec 2022	23 rd Feb 2023	EOY April 2023
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	Chair			✓					
Self-Assessment of Committee Effectiveness: Outcome	Chair					✓			
SDODC Annual Assurance Report to ARAC/Board	Chair		✓						✓
Sub-Committee Terms of Reference • Capital Sub-Committee	Chair							✓	
Sub-Committee Update Reports* • Capital Sub-Committee	LD		✓	✓	✓	✓	✓	✓	✓
Sub-Committee Annual Reports • Capital Sub-Committee	LD		✓						✓
Corporate Risks Allocated to SDODC	Relevant EDs			✓	✓		✓		✓
Operational Risks Related to SDODC	Relevant EDs			✓		✓		✓	
Monitoring Welsh Health Circulars (WHCs)	Relevant EDs				✓			✓	

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PERFORMANCE									
Integrated Performance Assurance Report*	HT/ EDs		✓	✓	✓	✓	✓	✓	✓
Evaluation of Winter 2021/22	AC				✓				
End of Season Influenza Report	RJ				✓				
PLANNING									
2022/23 Annual Plan	LD			✓					
3 Year Plan/ IMTP for the Period 2022/23 – 2024/25	LD		✓						
Quarterly Annual Plan Monitoring Returns:									
Q4 2020/21 (Apr 2022)	LD/ DW		✓						
Q1 2021/22 (Aug 2022)					✓				
Q2 2021/22 (Oct 2022)						✓			
Q3 2021/22 (Feb 2023)								✓	
Q4 2021/22 (Apr 2023)									✓
Planning Objectives Update	LD			✓		✓		✓	
Deep Dive on Individual Planning Objectives:									
• PO 3A (through the Performance - Planning Objectives Update on the agenda)	HT		✓	✓	✓	✓	✓	✓	✓
• PO, 5C, (through the Planning - Planning Objectives Update on the agenda)	LD		✓	✓	✓	✓	✓	✓	✓
• PO 5C, (through the Programme Business Case Position Updates on the agenda)	RJ		✓						
• PO 4J (through the Population Assessment (SSWBA)/PSBs Well-Being Assessments ((WBFGA) on the agenda)				✓		✓		✓	
• PO 5N (through the ARCH Updates on the agenda)									
• 4L & 4N	PW/HW PK				✓				
• PO 5K	PW/LiD		✓						

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						✓			
Report on the Discretionary Capital Programme 2021/22 *	PW		✓	✓	✓	✓	✓	✓	✓
Influenza Season 2022/23: Impact, Vaccine Uptake and Emerging Priorities for the Forthcoming Season	RJ				✓				
Winter Plan 2022/23	AC				✓				
Delivering of the Cluster Plans (as agreed as part of the IMTP)					✓				
Programme Business Cases (PBCs) <ul style="list-style-type: none"> As required e.g. New Urgent and Planned Care Hospital Cross Hands OBC 	LD/PW LD		✓ ✓						
Strategies e.g. Palliative Care, Dementia, Stroke						✓			
Planning in Partnership <ul style="list-style-type: none"> Regional Integration Fund Update 	JP						✓		
Planned Care Patient waits >36 Weeks	AC		✓			✓			
Transforming Access to Medicines (TrAMs)	JPJ		✓						
National CHC Framework 2021	JP		✓						
Recovery Planning Report (post Lightfoot)	LD			✓					
CE&IM&T – Isolation Facilities Review Update	PW					✓			
Pharmaceutical Needs Assessment	JP				✓				
Delivery Plan – Vaccination Programme for Prevention & Response Plan	AS/JM			✓					
Capital Governance Review – Assurance against Action Plan	LD							✓	
Continuing NHS Healthcare: The National Framework for Implementation in Wales - Post Implementation - National Performance Tool	JP				✓				

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FOR APPROVAL									
Major Incident Plan	RJ				✓				
Corporate Policies	LD		✓	✓	✓	✓	✓	✓	✓
PLANNING IN PARTNERSHIP									
ARCH Update (PO 5N)	LD/SC			✓		✓		✓	
Pentre Awel (Llanelli Wellness Centre)	LD/SB		✓		✓		✓		✓
PSBs Well-being Assessments (WBFGA)	RJ/AB		✓						✓
RPB Population Assessment (SSWBA)	JP							✓	
RPB Market Stability Report	JP						✓		
WELSH GOVERNMENT GUIDANCE									
Monitoring Welsh Health Circulars (WHCs)	Relevant EDs				✓			✓	
FOR INFORMATION									
SDODC Work Programme 2022/23	CSO		✓	✓	✓	✓	✓	✓	✓

Initials:

AC – Andrew Carruthers
EDs – Executive Directors
DW – Daniel Warm
LD – Lee Davies
JP – Jill Paterson
AS – Alison Shakeshaft

PW – Paul Williams
RJ – Ros Jervis
HT – Huw Thomas
LG – Lisa Gostling
HW – Helen Williams
LiD – Lisa Davies
CSO – Committee Services Officer