

## TABLE OF ACTIONS

### Strategic Development and Operational Delivery Committee (SDODC)

25 April 2024

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
SDODC (23)35	<p><b>Planned Care Update</b></p> <p>To obtain formal Hywel Dda University Health Board (HDdUHB) Board approval of the Memorandum of Understanding between HDdUHB and Swansea Bay University Health Board (SBUHB) with regard to the agreed project definition, provision of a governance structure and framework to support a regional orthopaedic model.</p>	SMJ	25 April 2024	<p><b>Complete</b></p> <p>The action was closed in Audit, Risk and Assurance Committee (ARAC) with the condition that Mr Keith Jones would update the action plan.</p> <p><b>Update from Sian-Marie James: 17 April 2024</b></p> <p>Progress has been made with a draft Memorandum of Understanding between Swansea Bay UHB and Hywel Dda UHB received on 1 March 2024. This is being reviewed by both organisations at this stage.</p> <p><b>Update from Sian-Marie James: 21 February 2024</b></p> <p>Legal &amp; Risk has advised that the first draft of the ARCH MoU will be provided by 1 March 2024.</p> <p><b>Update from Sian-Marie James: 11 December 2023</b></p> <p>On 4 December 2023, the ARCH Regional Recovery Group supported the proposal for developing a regional (ARCH) MoU. Colleagues are now discussing the clauses to be included in this document.</p> <p><b>Update from Sian-Marie James: October 2023</b></p>

				<p>Following internal discussions and meetings with ARCH colleagues, the Health Board is considering entering into an overarching Memorandum of Understanding with Swansea Bay UHB (and possibly Swansea University) in relation to ARCH programmes of work. Internal discussions are continuing. If this is agreed, the MoU would include all programmes, including Orthopaedics. The Project Definition Document (PDD) for regional Orthopaedic services between the Health Board and Swansea Bay UHB is a separate document.</p> <p><b>June 2023:</b> The Memorandum of Understanding (MoU) and supporting Project Definition Document (PDD) has been referred to the ARCH Regional Recovery Group. The CEOs are due to meet to agree the project leadership arrangements and details of the proposed governance structure before presentation to Board for formal adoption.</p> <p><b>JW to follow up with KJ.</b></p> <p><b>Update from Keith Jones: August 2023</b> The ARCH Regional Recovery Group meeting for July 2023 was cancelled and the Group is not due to meet again until September 2023, at which time the MoU will be discussed further.</p>
<b>SDODC (23)112</b>	<p><b>Deep Dive: Planning Objective 4c: Mental Health Recovery Plan</b></p> <p>To investigate the position regarding the availability of council accommodation for patients who could be stepped down, and whether the Local Authority has a statutory responsibility to accommodate them.</p>	<b>LC</b>	<b>25 April 2024</b>	<p><b>Complete</b></p> <p><b>Update from Liz Carroll (via Matthew Richards): 23 April 2024</b> Legal &amp; Risk are working on this request. They have identified the relevant duties on the local authorities but are completing some further research into case law, they</p>

				<p>hope to send a full advice document within the next 2 weeks</p> <p><b>Update from Liz Carroll: 5 April 2024</b> Sian Marie James has advised that instructions have been sent to Legal &amp; Risk to provide advice and this should be received within 2-3 weeks.</p> <p><b>Update from Liz Carroll: 27 February 2024</b> We are awaiting a view from colleagues in Legal Services on this point.</p>
SDODC (24)33	<p><b>Planned Care Update</b> To focus on the future projection in the next Planned Care Update report.</p>	SH	29 August 2024	<p><b>Complete</b> Forward planned for 29 August 2024 et seq.</p>
	<p><b>Planned Care Update</b> To provide regular updates regarding regional planning.</p>	AC	29 August 2024	<p><b>Complete</b> Forward planned for 29 August 2024 et seq.</p>
	<p><b>Planned Care Update</b> Ms Vicky Coppack to link with Ms Rhian Bond and her colleagues regarding an agreed prioritisation process for the Glaucoma pathway to transfer patients from the Ophthalmology waiting list to the Optometric practices.</p>	VC	27 June 2024	<p><b>Complete</b></p>
SDODC (24)34	<p><b>Waiting List - The gap between consultant discharge and removal from the waiting list</b> Mrs Jo Wilson to liaise with Cllr Rhodri Evans, who is Chair of the Audit, Risk and Assurance Committee (ARAC) to consider an Internal Audit team periodical review of the waiting list position.</p>	JW	27 June 2024	<p><b>Complete</b> This audit is already scheduled within the internal audit plan and will commence in Q3.</p>
SDODC (24)40	<p><b>Annual Plan</b></p>	LD/DW	27 June 2024	<p><b>Complete</b> This will be included in future papers.</p>

	To include a section on risk in the future reports on the 2024/25 Plan, and to indicate which other Committees are overseeing risk mitigation. Also that the report should point to the sources of assurance for the delivery of the Plan.			A section on over-arching risks to the annual plan has been included in the 2024/25 Annual Plan update report for May Public Board.
	<b>Annual Plan</b> Mrs Jo Wilson to liaise with Mr Shaun Ayres to clarify how to integrate Targeted Intervention risks with the current risk management system.	<b>JW</b>	<b>27 June 2024</b>	<b>Complete</b> Any risks will be required to be scored in accordance with the risk management framework and strategy.
<b>SDODC (24)41</b>	<b>Closure Report - Annual Plan Monitoring Returns and Planning Objectives</b> To note that Planning Objective 7C for most of the year was led by the Medical Director, not the Director of Public Health	<b>LD/DW</b>	<b>27 June 2024</b>	<b>Complete</b> This has been included in subsequent reports including the 2023/24 Annual Plan Closure report for May Public Board.
<b>SDODC (24)43</b>	<b>Implementation of Paediatrics Project Plan</b> To review with the Task and Finish groups membership to engage as many stakeholders as possible.	<b>NWD</b>	<b>27 June 2024</b>	<b>Complete</b> Forward planned for inclusion in Clinical Services Plan at June SDODC.
<b>SDODC (24)44</b>	<b>Electronic Prescribing Medicines Administration (EPMA)</b> To pass the responsibility for future updates to Sustainable Resources Committee (SRC).	<b>HM</b>	<b>27 June 2024</b>	<b>Complete</b> Notification sent to John Jenkins (CSO) 21 May 2024.

JW: Jo Wilson	AC: Andrew Carruthers	LD: Lee Davies	SMJ: Sian-Marie James	DW: Dan Warm
LC: Liz Carroll	VC: Vicky Coppack	SH: Steph Hire	NWD: Nick Williams-Davies	HM: Helen Mitchell