



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

* Standing agenda item

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									
Introduction and Apologies*	Chair		✓	✓	✓	✓	✓	✓	✓
Declaration of Interests*	Chair		✓	✓	✓	✓	✓	✓	✓
Minutes from previous meeting and Matters Arising*	Chair		✓	✓	✓	✓	✓	✓	✓
Table of Actions*	Chair		✓	✓	✓	✓	✓	✓	✓
SDODC Terms of Reference	Chair			✓					
Self-Assessment of Committee Effectiveness: Process	Karen Richardson			✓					
Self-Assessment Timelines							✓		
Self-Assessment of Committee Effectiveness: Outcome	Karen Richardson								✓
SDODC Annual Assurance Report to ARAC/Board	Chair	Prepped by CSO	✓						✓
PERFORMANCE									
Targeted Intervention Update	Lee Davies		✓	✓	✓	✓	✓	✓	✓
TI Review Report (Sally Attwood)	Lee Davies	Raised at paper clearance 18.4.23							
Integrated Performance Assurance Report* (<i>available working day 12</i>)	Huw Thomas/EDs		✓	✓	✓	✓	✓		✓
Evaluation of Winter Plan 2022/23	Andrew Carruthers			✓					
Discharge Update Report: Inc Governance (July Board Action)					✓				

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Community and Long Term Care Quarterly Service Report	Jill Paterson	See CW email 20.2.23 and JP email 21.2.23		✓		✓		✓	
Review of Clinical Pharmacy Services at NHS Hospitals in Wales	Jill Paterson	At JP's request – see email 26 09 2023					✓		
SUB-COMMITTEE REPORTS									
Capital Sub-Committee Terms of Reference	Paul Williams Eldeg Rosser						✓		
Capital Sub-Committee Update Reports*	Lee Davies	Clare Emanuel	✓ 24 Mar 23	✓ 25 May 23	✓ 20 July 23	✓ 22 Sept 23	✓ 17 Nov 23	✓	✓
Capital Sub-Committee Annual Reports	Lee Davies	Clare Emanuel	✓						✓
PLANNING									
IMTP 2023/24 - 2024/25	Lee Davies	Meeting date dependent on submission date to WG SH to flag					✓	✓	
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)									✓
Continuous Engagement <i>deferred from Feb</i>	Alwena Hughes-Moakes	Deferred from Feb meeting Transferring to Alwena	✓						
Former PO4D: Pub Health Screening	Ardiana Gjini	Deferred from Feb meeting	✓						
Former PO4M: Health Protection	Ardiana Gjini	Deferred from Feb meeting	✓						
Former PO4S: Improvement in Population Health	Ardiana Gjini Jo Dainton	Deferred from Feb meeting	✓						
Deep Dive on Individual Planning Objectives		To be taken as necessary on 'behind/concern' POs							
<i>PO3a – Transforming Urgent and Emergency Care Programme</i>	Andrew Carruthers	Ministerial Measure				✓		✓	
<i>PO4a - Planned Care and Cancer Recovery</i>	Andrew Carruthers	Ministerial Measure			✓		✓		

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<i>PO4b – Regional Diagnostics Plan</i>	Andrew Carruthers	Ministerial Measure						✓	
<i>PO4c – Mental Health Recovery Plan</i>	Andrew Carruthers	Ministerial Measure				✓		✓	
<i>PO5a – Estates Strategies Aug 2023: Included in AHMWW item</i>	Andrew Carruthers	Local Measure			✓			✓	
<i>PO6a - Clinical Services Plan</i>	Lee Davies				✓		✓		
<i>PO7a – Population Health</i>	Ardiana Gjini	Director of Public Health						✓	
<i>PO7c - Social Model</i>	Phil Kloer						✓		
Primary Care Update	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					✓	✓	
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				✓				
Wellbeing of Future Generations Act Annual Report	Ardiana Gjini Megan Harris	To be presented to SDODC prior to Board				✓			
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)	Lee Davies	SH flag early March 2023		✓	✓		✓	✓	
AHMWW Programme Forward Look Governance Review (Advisory Review)' report SDODC to monitor actions/timescales.	Lee Davies	Arose Audit Cttee 21 Feb 23 AC(23)22 Report shared at SDODC 27 Apr 23							
Strategies: Stroke	Alison Shakeshaft	Part of urgent and emergency care programme		✓					

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Strategies: Dementia Strategy	Alison Shakeshaft Rhian Matthews/ Lance Reed; Will Oliver./ Alison Bishop/ Monica B-F	Part of urgent and emergency care programme				✓			
Strategies: Palliative Care	Jill Paterson Peter Skitt	Part of urgent and emergency care programme			✓ (verbal)	✓			
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 Annual Review	Jill Paterson Rhian Bond/ Tracey Huggins	Annual Review 5-yearly in-depth full Review	✓						
Pharmaceutical Needs Assessment: Six Months Review of Services	Jill Paterson Rhian Bond/ Tracey Huggins	Action from SDODC 27 April 2023							
Estates Property Strategy	Lee Davies	SDODC In-Cttee Dec 22				✓			
Ophthalmology performance: Getting It Right First Time (GIRFT)	Andrew Carruthers	Board Discussion – 28 Sept 2023 (See CM Email – 10 10 2023)						✓	
Electronic Prescribing Medicines Administration (EPMA)	Huw Thomas	Board Discussion – 30 Nov 2023 (See CM Email – 09 01 2024)							April
Waiting List: The gap between consultant discharge and removal from the waiting list,	Andrew Carruthers/ Keith Jones/ Steph Hire	Action from Public Board – 25 January 2024 (see email 08 02 2024)							April
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 Well-being of Future Generations (Wales) Act 2015 (WBFGA)	Jo McCarthy Anna Bird	PSB Plan to Feb SDODC Assessment for April	✓					✓	✓ Assess't
RPB Population Needs Assessment Social Services and Well-being (Wales) Act 2014 (SSWBA) (Covered in Cluster and Pan-Cluster work) (Completed on 5 year cycle; last approved by RPB July 2022; Draft to SDODC prior to publication – January 2027?)	Jill Paterson Let Julia Chambers know when updates are required	Deferred from Feb 23 mtg						✓	
WELSH GOVERNMENT GUIDANCE									
Monitoring Welsh Health Circulars (WHCs)	Relevant EDs	Rachel Williams			✓			✓	
Ministerial Directions (MDs)	Lee	Rachel Williams			✓			✓	
RISK									
Corporate Risks Allocated to SDODC	Lee/Andrew	Rachel Williams	✓		✓		✓		✓
Operational Risks Related to SDODC	Lee/Andrew	Claire Bird		✓		✓		✓	
FOR APPROVAL									
Corporate Policies	Lee Davies		✓	✓	✓	✓	✓	✓	✓
FOR INFORMATION									
SDODC Work Programme 2022/23	Chair	Prep by CSO	✓	✓	✓	✓	✓	✓	✓
ONE-OFF MATTERS									
Bronglais Hospital Fire Precaution Works PBC (In Planning Section)	Andrew Carruthers Huw Rees/Rob Elliott	Taken at Feb 23 meeting							
Deep Dive into Managing Outpatients	Andrew Carruthers Keith Jones will prepare the paper	Action from SDODC 27 April 2023					✓		
Reinforced Autoclave Aerated Concrete (RAAC) Planks (In Planning Section)	Andrew Carruthers Rob Elliott will prepare the paper	Taken at April SDODC Action from April SDODC (Not necessary at June mtg)			✓	✓	✓		

Note:

Transformation Scheme – removed (JP email)

Market Stability – removed (JP email)

Ministerial priorities		Local priorities	
Domain	Goals	Planning Objectives	Committee Alignment
Our People <i>We have the people we need to achieve our purpose and strategy</i>	Goal 1: Grow and Train our Workforce <i>We have the right people we need, with the right skills and knowledge</i>	1a - Recruitment plan	People, Organisational Development & Culture Committee
		1b - Career progression	
	Goal 2: Support and Retain our Workforce <i>Our people feel motivated and supported</i>	2a - Staff health and wellbeing	
		2b - Employer of choice	
Our Patients <i>Our patients receive the highest quality care</i>	Goal 3: Safe and high quality care <i>Our services are safe and deliver good outcomes</i>	2c - Workforce and OD strategy	
		3a – Transforming Urgent and Emergency Care programme	Strategic Development and Operational Delivery Committee
	Goal 4: Accessible and kind care <i>Patients have timely access to services and positive experiences</i>	3b – Healthcare Acquired Infection Delivery Plan	Quality, Safety and Experience Committee
		4a - Planned Care and Cancer Recovery	Strategic Development and Operational Delivery Committee
		4b – Regional Diagnostics Plan	Strategic Development and Operational Delivery Committee
Our Future <i>Building a better health care system for future generations</i>	Goal 5: World class infrastructure <i>We are building the infrastructure needed to provide high quality care</i>	4c – Mental Health Recovery Plan	Strategic Development and Operational Delivery Committee
		5a – Estates Strategies	Strategic Development and Operational Delivery Committee
		5b - Research and innovation	People, Organisational Development & Culture Committee
	Goal 6: Sustainable services <i>Designing and implementing more sustainable services</i>	5c – Digital Strategy	Sustainable Resources Committee
		6a - Clinical services plan	Strategic Development and Operational Delivery Committee
		6b - Pathways and Value Based Healthcare	Sustainable Resources Committee
Our Communities <i>Our population is healthy and we have a positive impact on the determinants of health</i>	Goal 7: Healthier communities <i>Our communities support good health</i>	6c - Continuous engagement	Strategic Development and Operational Delivery Committee
		7a – Population Health	Strategic Development and Operational Delivery Committee
		7b – Integrated Localities	Strategic Development and Operational Delivery Committee
	Goal 8: Positive impact beyond health <i>As an organisation we have a positive impact beyond health</i>	7c - Social model	Strategic Development and Operational Delivery Committee
		8a – Decarbonisation & Sustainability	Sustainable Resources Committee
		8b – Local Economic and Social Impact	Sustainable Resources Committee
		8c – Financial Roadmap	Sustainable Resources Committee
		8d – Welsh Language and Culture	People, Organisational Development & Culture Committee