



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 of Committee Effectiveness: Outcome | Karen Richardson | | | | | | ✓ | | |
| SDODC Annual Assurance Report to ARAC/Board | Chair | Prepped by Sally | ✓ | | | | | | ✓ |
| PERFORMANCE | | | | | | | | | |
| Targeted Intervention Update | Lee Davies | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| TI Review Report (Sally Attwood) | Lee Davies | Raised at paper clearance 18.4.23 | | | | | | | |
| Integrated Performance Assurance Report* (available working day 12) | Huw Thomas/EDs | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Evaluation of Winter Plan 2022/23 | Andrew Carruthers | | | ✓ | | | | | |
| Discharge Update Report: Inc Governance (July Board Action) | | | | | ✓ | | | | |
| Community and Long Term Care Quarterly Service Report | Jill Paterson | See CW email 20.2.23 and JP email 21.2.23 | | ✓ | | ✓ | | ✓ | |

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| 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 | | | ✓ | | ✓ | | |
| <i>PO4b – Regional Diagnostics Plan</i> | Andrew Carruthers | Ministerial Measure | | | | | | tbc | |
| <i>PO4c – Mental Health Recovery Plan</i> | Andrew Carruthers | Ministerial Measure | | | | ✓ | | ✓ | |

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| <i>PO5a – Estates Strategies</i> <i>Aug 2023: Included in AHMWW item</i> | Andrew Carruthers | Local Measure | | | ✓ | | | ✓ | |
| <i>PO6a - Clinical Services Plan</i> | Lee Davies | | | | ✓ | | tbc | | |
| <i>PO7a – Population Health</i> | Ardiana Gjini | Director of Public Health | | | | | | ✓ | |
| <i>PO7c - Social Model</i> | Phil Kloer | | | | | | tbc | | |
| 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 | | | | | 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 | | | | ✓ | | | | |
| 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 | | ✓ | | | | | |
| Strategies: Dementia Strategy | Alison Shakeshaft Rhian Matthews/ | Part of urgent and emergency care programme | | | | ✓ | | | |

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| | Lance Reed; Will Oliver./ Alison Bishop/ Monica B-F | | | | | | | | |
| 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) | | Board Discussion – 28 Sept 2023 (See CM Email – 10 10 2023) | | | | | | ✓ | |
| 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. | | | | | | | |
| 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 | ✓ | | | | | ✓ Plan | ✓ Assess't |
| RPB Population Needs Assessment Social Services and Well-being (Wales) Act 2014 (SSWBA) (Covered in Cluster and Pan-Cluster work) | Jill Paterson Let Julia Chambers know when updates are required | Deferred from Feb 23 mtg | | | | | ✓ | | |

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| 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 Sally | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 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 |
| | Goal 2: Support and Retain our Workforce <i>Our people feel motivated and supported</i> | 1b - Career progression | |
| | | 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 | Strategic Development and Operational Delivery Committee |
| | | 3a – Transforming Urgent and Emergency Care programme | |
| | Goal 4: Accessible and kind care | 3b – Healthcare Acquired Infection Delivery Plan | |
| | | 4a - Planned Care and Cancer Recovery | Quality, Safety and Experience Committee |
| | | | Strategic Development and Operational Delivery Committee |

| | | | |
|--|---|--|--|
| | <i>Patients have timely access to services and positive experiences</i> | 4b – Regional Diagnostics Plan | Strategic Development and Operational Delivery Committee |
| | | 4c – Mental Health Recovery 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> | 5a – Estates Strategies | Strategic Development and Operational Delivery Committee |
| | | 5b - Research and innovation | People, Organisational Development & Culture Committee |
| | | 5c – Digital Strategy | Sustainable Resources Committee |
| | Goal 6: Sustainable services <i>Designing and implementing more sustainable services</i> | 6a - Clinical services plan | Strategic Development and Operational Delivery Committee |
| | | 6b - Pathways and Value Based Healthcare | Sustainable Resources Committee |
| | | 6c - Continuous engagement | Strategic Development and Operational Delivery 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> | 7a – Population Health | Strategic Development and Operational Delivery Committee |
| | | 7b – Integrated Localities | Strategic Development and Operational Delivery Committee |
| | | 7c - Social model | Strategic Development and Operational Delivery Committee |
| | Goal 8: Positive impact beyond health <i>As an organisation we have a positive impact beyond health</i> | 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 |