

## HYWEL DDA UNIVERSITY HEALTH BOARD – SUSTAINABLE RESOURCES COMMITTEE WORK PLAN 2024-25

The Committee meets every other month. The following table sets out the Committee’s business for 2024/25, including standing agenda items.

Agenda Item/Issue	Lead	30 April 2024	25 June 2024	27 Aug 2024	22 Oct 2024	14 Nov 2024 (EX)	17 Dec 2024	25 Feb 2025
<b>GOVERNANCE</b>								
Apologies	WW	✓	✓	✓	✓	✓	✓	✓
Declaration of Interests	WW	✓	✓	✓	✓	✓	✓	✓
Minutes from Previous Meeting	WW	✓	✓	✓	✓		✓	✓
Table of Actions	WW	✓	✓	✓	✓		✓	✓
Annual Review of ToR/Membership	WW		✓					
SRC Self-Assessment of Performance Process	WW				✓			
SRC Self-Assessment of Performance Outcome Report	WW	✓ (2023)					✓ (2024)	
SRC Self-Assessment Update Report	WW				✓			
Sustainable Resources Committee Annual Report	WW	✓						
<b>FOR DISCUSSION</b>								
Activity, Productivity and Efficiency Report	GB				✓			
Patient Outcomes Report	SM						✓	
Deep Dive: Nursing Workforce	LG		✓					
Deep Dive: Medical Workforce	LG/MH			✓				
Deep Dive: Medicines Value and Sustainability	CB				✓			
Deep Dive: Non-Pay and Procurement	KF						✓	
Deep Dive: Commissioned Care	JP						✓	
Deep Dive: Clinical Variation and Service Configuration	MH/LD							✓
1. County updates, including Six Goals Programme								✓

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2. MHLD								✓
3. Planned care, including Clinical Services Plan								✓
Deficit drivers annual refresh	HT						✓	
Financial plan and strategy	HT				✓		✓	✓
Finance Report	HT	✓	✓	✓	✓		✓	✓
Savings and Opportunities Report (may merge with the Finance report in future months)	HT		✓	✓	✓		✓	✓
Core Delivery Group and Financial Control Group Update	LG	✓						
Financial Recovery/In-Year Savings Programme (included within Finance Report)	HT	✓						
Financial Outlook 2024/25	HT	✓						
Long Term Agreement Outlook 2024/25	HT	✓						
Digital Transformational Partnership Update	HT				D			
Business Cases (as and when required for scrutiny before onward ratification at Board)	HT	✓	✓	✓	✓		✓	✓
<b>FOR ASSURANCE</b>								
Finance Targeted Intervention Actions	LD/SA	✓	✓	✓	✓		✓	✓
Financial Risks and Mitigation								
• Corporate Risk Report	HT	✓	✓	✓	✓		✓	✓
• Operational Risk Report	HT	✓		✓			✓	
Procurement Plan	HT	✓						
Procurement Update	HT		✓	✓	✓	✓	✓	✓

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Healthcare Contracting and Commissioning (and Outsourcing, as required) Update	SA	✓						
Information Governance Sub-Committee Update (including reports on data accuracy)	AT	✓	✓	✓	✓		✓	✓
Decarbonisation Task Force Group Update	LD	✓	✓	✓	✓		✓	✓
Digital Oversight Group Update	AT	✓	✓	✓	✓			✓
Social Value and Carbon Reporting	CE						✓	
Public Sector Emissions Reporting	CE				✓			
Digital Inclusion	AT			✓				✓
Value Based Health Care Update	LP	✓		✓				✓
Planning Objectives Update Report	DW	✓	✓		✓			✓
Welsh Health Circulars	RW		✓		✓			✓
Consultancy Review	HT		✓		✓			✓
Ministerial Directions	HT		✓		✓			✓
Balance Sheet Report	HT	✓			✓			✓
Cyber Security	AT	✓ (In-Committee)	✓ (In-Committee)	✓ (In-Committee)	✓ (In-Committee)		✓ (In-Committee)	✓ (In-Committee)
Internal Audit Report on Financial Systems, Financial Managements and Controls	HT						✓	
<b>FOR APPROVAL</b>								
Financial Procedures (as required)	HT	✓	✓	✓	✓		✓	✓
Information Governance Sub-Committee ToR	AT							✓
Decarbonisation Task Force Group ToR	LD							✓ (New Structure)
Digital Oversight Group ToR	AT				✓			

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Information Governance Sub-Committee Annual Report	AT			✓				
Decarbonisation Task Force Group Annual Report	LD	✓						
Digital Oversight Group Annual Report	AT			✓				
Digital Transformational Partner	HT					✓		
<b>FOR INFORMATION</b>								
Integrated Performance Assurance Report (IPAR)	HT/SH	✓	✓	✓	✓		✓	✓
Capital Financial Management Update	RD	✓	✓	✓	✓		✓	✓
Quarterly NWSSP Performance Report	HT		✓(Q4 2023/24)	✓(Q1 2024/25)			✓(Q2 2024/25)	✓(Q3 2024/25)
Matters for Board Escalation	HT	✓	✓	✓	✓		✓	✓
Sustainable Resources Committee Annual Work Plan	HT/CSO	✓	✓	✓	✓		✓	✓
Any Other Business	WW	✓	✓	✓	✓		✓	✓
<b>PROCEDURAL</b>								
Agenda setting meeting with Chair & Exec Lead (at least 6 weeks before the meeting)	CSO	✓	✓	✓	✓		✓	✓
Draft agenda to go to Executive Team prior to issue	CSO	✓	✓	✓	✓		✓	✓
Call for papers (at least 6 weeks before the meeting to receive papers at least 14 days before the meeting)	CSO	✓	✓	✓	✓		✓	✓

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Disseminate agenda/papers 7 days prior to meeting	CSO	✓	✓	✓	✓	✓	✓	✓
Type up minutes/TOA within 7 days of meeting	CSO	✓	✓	✓	✓	✓	✓	✓

**Chair:** Winston Weir **Vice Chair:** Maynard Davies **Lead Executive:** Huw Thomas

<b>WW</b>	Winston Weir	<b>HT</b>	Huw Thomas	<b>RD</b>	Rhian Davies	<b>CE</b>	Catherine Evans
<b>MH</b>	Mark Henwood	<b>AT</b>	Anthony Tracey	<b>SA</b>	Shaun Ayres	<b>LP</b>	Leighton Peters
<b>DW</b>	Daniel Warm	<b>JP</b>	Jill Paterson	<b>LG</b>	Lisa Gostling	<b>LD</b>	Lee Davies
<b>RW</b>	Rachel Williams	<b>SH</b>	Sally Havard	<b>SM</b>	Simon Mansfield	<b>KF</b>	Katharine Fletcher
<b>CB</b>	Christopher Brown	<b>GB</b>	Gareth Beynon				
<b>CSO</b>	Committee Services Officer						