

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	17 Dec 2024	25 Feb 2025
GOVERNANCE							
Apologies	WW	✓	✓	✓	✓	✓	✓
Declarations of Interests	All	✓	✓	✓	✓	✓	✓
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 – Review of Outcomes	WW	✓ (2023)					✓ (2024)
SRC Self-Assessment Six-Month Review	JW				✓		
Sustainable Resources Committee Annual Report	WW	✓					
FOR DISCUSSION							
Core Delivery Group (Value and Sustainability Group from 25 June 2024) and Financial Control Group Update	LG	✓	✓	✓	✓	✓	✓
Finance Report	HT	✓	✓	✓	✓	✓	✓
Financial Recovery/In-Year Savings Programme (included within Finance Report)	HT	✓					
Savings Report	HT		✓	✓	✓	✓	✓
Financial Outlook 2024/25	HT	✓					
Long Term Agreement Outlook 2024/25	HT	✓					
Integrated Medium Term Plan Development 2025/26	HT						✓

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Deep Dive: Medical and Nursing Workforce Issues	LG		✓				
Deep Dive: Non-Pay and Procurement	KF			✓			
Deep Dive: Medicines Value and Sustainability	CB			✓			
Deep Dive: Commissioned Care	JP				✓		
Deep Dive: Clinical Variation and Service Configuration	MH/LD					✓	
Deep Dive Update: Pembrokeshire Model	HT			✓			
Deep Dive Update: Carmarthenshire Model	HT			✓			
Deficit Drivers Annual Refresh	HT/AS					✓	
Savings and Opportunities Report	HT/AS		✓	✓	✓	✓	✓
Financial Plan and Strategy	HT/AS				✓	✓	✓
FOR ASSURANCE							
Finance Targeted Intervention Actions (reports to Value and Sustainability Group from June 2024)	HT	✓					
Financial Risks and Mitigation							
• Corporate Risk Report	HT	✓	✓	✓	✓	✓	✓
• Operational Risk Report	HT	✓		✓		✓	
Procurement Plan	HT	✓					
Procurement Update	HT		✓	✓	✓	✓	✓
Healthcare Contracting and Commissioning (and Outsourcing, as required) Update	SA	✓	✓	✓	✓	✓	✓
Information Governance Sub-Committee Update (including reports on data accuracy)	AT	✓	✓	✓	✓	✓	✓



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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	✓	✓		✓		✓
• Deep Dive (Executive Lead for PO) [Planning Objectives 2024/25 TBC]	PO Lead			✓ TBC	✓ TBC	✓ TBC	✓ TBC
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)
FOR APPROVAL							
Financial Procedures (as required)	HT	✓	✓	✓	✓	✓	✓
Information Governance Sub-Committee ToR	AT						✓
Decarbonisation Task Force Group ToR	LD			✓			
Digital Oversight Group ToR	AT				✓		
Information Governance Sub-Committee Annual Report	AT	✓					



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Decarbonisation Task Force Group Annual Report	LD	✓					
Digital Oversight Group Annual Report	AT	✓					
FOR INFORMATION							
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)
Patient Flow and eObs Business Case	AT			✓			
Matters for Board Escalation	HT	✓	✓	✓	✓	✓	✓
Sustainable Resources Committee Annual Work Plan	HT/CSO	✓	✓	✓	✓	✓	✓
Any Other Business	All	✓	✓	✓	✓	✓	✓
PROCEDURAL							
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	✓	✓	✓	✓	✓	✓
Disseminate agenda/papers 7 days prior to meeting	CSO	✓	✓	✓	✓	✓	✓
Type up minutes/TOA within 7 days of meeting	CSO	✓	✓	✓	✓	✓	✓

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

WW	Winston Weir	HT	Huw Thomas	RD	Rhian Davies	CE	Catherine Evans
DW	Daniel Warm	AT	Anthony Tracey	SA	Shaun Ayres	LP	Leighton Peters
RW	Rachel Williams	SH	Sally Havard	LG	Lisa Gostling	LD	Lee Davies
KF	Katharine Fletcher	CB	Christopher Brown	MH	Mark Henwood	AS	Andrew Spratt
CSO	Committee Services Officer						