



HYWEL DDA UNIVERSITY HEALTH BOARD – STAKEHOLDER REFERENCE GROUP

(denoted by *).

Agenda Item/Issue	Lead	6 th Oct 2020	5 th Jan 2021	16 th April 2021	16 th July 2021	15 th Oct 2021	Jan 2022
Apologies*		✓	✓	✓	✓	✓	✓
Declarations of Interests*		✓	✓	✓	✓	✓	✓
Minutes from Previous Meeting*		✓	✓	✓	✓	✓	✓
Matters Arising and Table of Actions*		✓	✓	✓	✓	✓	✓
Annual Review of TORs/Membership		✓				✓	
SRG Outcome of Self-Assessment of Performance (and review of actions)			✓				
SRG Annual Report				✓			
Recommendations to the Board		✓	✓	✓	✓	✓	✓
Transformation Programme Update	Strategic Lead for programme	✓	✓	✓	✓	✓	✓
COVID-19 Update Report to Board*		✓	✓	✓	✓	✓	✓
Any Other Business*		✓	✓	✓	✓	✓	✓
Discover Strategy				✓			
Update on Engagement/Engagement HQ				✓			
Charter for Young People/Early Adopter				✓			
Update on Regional Partnership Board Population Assessment & PSB Wellbeing Assessment					✓		
Recovery Plan update					✓		
Role and remit of Ethics Committee					✓		
Building a Healthier Future after COVID -19 : Engagement Update				✓	✓		
Nominations for Vice Chair				✓			
Appointment of Vice Chair					✓		



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Agenda setting meeting with Chair & Exec Lead (at least 6 weeks before the meeting)		✓	✓	✓	✓	✓	✓
Draft agenda to go to Executive Team prior to issue		✓	✓	✓	✓	✓	✓
Call for papers (at least 4 weeks before the meeting to receive papers at least 14 days before the meeting)		✓	✓	✓	✓	✓	✓
Disseminate agenda and papers 7 days prior to the meeting		✓	✓	✓	✓	✓	✓
Type up minutes and TOA within 7 days of the meeting		✓	✓	✓	✓	✓	✓

Chair: Hazel Lloyd Lubran

Vice-Chair: To be confirmed

Lead Executive: To be confirmed

Committee Secretary: Lisa O'Mahoney