



GRŴP CYFEIRIO RHANDEILIAID STAKEHOLDER REFERENCE GROUP

DYDDIAD Y CYFARFOD: DATE OF MEETING:	14 November 2023
TEITL YR ADRODDIAD: TITLE OF REPORT:	Stakeholder Reference Group (SRG) Membership and Chair/Vice-Chair Arrangements
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Alwena Hughes-Moakes Communications and Engagement Director
SWYDDOG ADRODD: REPORTING OFFICER:	Joanne Wilson Director of Corporate Governance (Board Secretary)

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

ADRODDIAD SCAA SBAR REPORT

Sefyllfa / Situation

The purpose of this report is to provide an update on the review of membership arrangements in line with the requirements set out in the Terms of Reference.

Cefndir / Background

The Stakeholder Reference Group (SRG) was established as an Advisory Group of the Hywel Dda University Health Board (HDdUHB) and was constituted from 1 June 2010.

A review of SRG membership has recently been undertaken to ascertain whether members of SRG were within the terms of appointment that are specified in the Terms of Reference (TOR), which are based on the Model Standing Orders for Local Health Boards issued by Welsh Government in 2021.

As part of the membership review, the Health Board has sought new representation from the various groups that are specified in the TOR and new members have been invited to all SRG meetings going forward.

Following the current Chair's tenure coming to an end in December 2023, we have sought nominations for a new Chair and Vice Chair from within the membership.

Asesiad / Assessment

Update on membership

The membership of SRG comprises representatives from various sectors, organisations and stakeholder groups within the Hywel Dda area. The Terms of Reference, which are derived from the Model Standing Orders for Local Health Boards state:

"Member appointments to SRG shall be made by the Board, based upon nominations received from stakeholder bodies/groups. The Board may seek independent expressions of interest to represent a key stakeholder group where it has determined that formal bodies or

groups are not already established or are operating within the area and may represent the interests of these stakeholders on the SRG.

The nomination and appointment process shall be open and transparent, and in accordance with any specific requirements or directions made by Welsh Government. The appointments process shall be designed in a manner that meets the communication and involvement needs of all stakeholders eligible for appointment.

Members shall be appointed for a period specified by the Board, but for no longer than three (3) years in any one term. Those members can be re-appointed but may not serve a total period of more than five (5) years consecutively. The Board may, where it considers it appropriate, co-opt members to the SRG on an interim or short-term basis to fulfil a particular purpose or need.”

The table below provides an update on the appointment of members to the SRG following the recent review of the membership.

The Health Board is in communication with a variety of stakeholders to seek new representation where vacancies remain.

Organisations Represented	Current Representative	Reappointment / New Representative
Chair (since Apr 2021)	Hazel Lloyd-Lubran	To be agreed
Armed Forces Representative	Hayley Edwards	Re-appointment
Carer Representative (Carmarthenshire)	Alison Harries	Re-appointment
Carer Representative (Ceredigion)	Mandy Dean	New representative
Carer Representative (Pembrokeshire)	Vacant	
Citizens Advice	Geraldine Murphy	Re-appointment
Fire and Rescue Service	Craig Flannery	New representative
HDdUHB Independent Member	Iwan Thomas	Re-appointment
Housing Associations	Eleri Jenkins	New representative
Independent Sector	Jacky Jones	New representative
Llais (Citizens Voice body)	Leanda Wynn	Re-appointment
Mental Health	Andrea Edwards	New representative
Natural Resources Wales	Gillian Perry	New representative
Patient Representative (Carmarthenshire)	Jeremy Hockridge	New representative
Patient Representative (Pembrokeshire)	Nigel Clark	Re-appointment
Patient Representative (Ceredigion)	Vacant	
Public Health Representative	Vacant	
Public Service Board (Ceredigion)	Timothy Bray	
Public Service Board (Carmarthenshire)	Llinos Evans	Re-appointment
Public Service Board (Pembrokeshire)	Lynne Richards	New representative

Siarad Iechyd/Talking Health Representative (Carmarthenshire)	Sian Davies	Re-appointment
Siarad Iechyd/Talking Health Representative (Pembrokeshire)	Vacant	
Siarad Iechyd/Talking Health Member (Ceredigion)	Vacant	
Third Sector (CAVO/CAVS/PAVS)	Chesca Ross	New representative
Un Llais Cymru /One Voice Wales (formerly Town and Community Council) (Carmarthenshire)	Cllr Mike Theodoulou	Re-appointment
Un Llais Cymru /One Voice Wales (formerly Town and Community Council) (Pembrokeshire)	Cllr Shan Williams	Re-appointment
Un Llais Cymru /One Voice Wales (formerly Town and Community Council) (Ceredigion)	Cllr Anne McCreary	Re-appointment
Welsh Ambulance Service Trust (WAST)	James Houston	New representative
West Wales Care Partnership/Regional Partnership Board	Kim Neyland	Re-appointment
Co-opted representatives (see below)		
Office of the Police and Crime Commissioner	Gruffudd Ifan	Re-appointment
Diversity and Inclusion	Vacant	Appropriate Health Board Representative
Local Health Board County Directors	Vacant	Appropriate Health Board Representative
Planning	Vacant	Appropriate Health Board Representative
Engagement	Vacant	Appropriate Health Board Representative
Patient Experience	Vacant	Appropriate Health Board Representative
Youth Forums	Vacant	
Transformation	Vacant	Appropriate Health Board Representative
Those from an ethnic community/Those with protected characteristics	Vacant	

Update on Chair and Vice-Chair Arrangements

Role of Chair

Mrs Hazel Lloyd-Lubran was appointed as SRG Chair with effect from the SRG meeting held on 16 April 2021. In December 2022, the Minister approved Mrs Lloyd-Lubran's re-appointment for a further year as Associate Board Member, in her capacity as Chair of SRG. The reappointment was made in accordance with the Model Standing Orders for Local Health Boards, therefore Mrs Lloyd-Lubran's last term will end on 9 December 2023, and she is not eligible for re-appointment.

The SRG Terms of Reference, which are derived from the Model Standing Orders for Health Boards, state that:

“The Chair shall be nominated from within the membership of the SRG, by its members, in a manner determined by the Board, subject to any specific requirements or directions made by Welsh Government. The nomination shall be subject to consideration by HDdUHB, who must submit a recommendation on the nomination to the Minister for Health and Social Services. The appointment as Chair shall be made by the Minister, but it shall not be a formal public appointment. The Constitution Regulations provide that the Welsh Ministers may appoint an Associate Member of the Board, and the appointment of the Chair to this role is on the basis of the conditions of appointment for Associate Members set out in the Constitution Regulations.

The Chair's term of office shall be for a period of up to two (2) years, with the ability to stand as Chair for an additional one (1) year, in line with that individual's term of office as a member of the SRG. That individual may remain in office for the remainder of their term as a member of the SRG after their term of appointment as Chair has ended.”

Once appointed as Chair of the SRG, they may be appointed as an Associate Member of the HDdUHB. The Chair is accountable for the conduct of their role as Associate Member on the HDdUHB to the Minister, through the HDdUHB Chair. They are also accountable to the HDdUHB Board for the conduct of business in accordance with the governance and operating framework set by the HDdUHB.

The SRG's main link with the HDdUHB is through the SRG Chair's membership of the Board as an Associate Member.

Role of Vice-Chair

To date, the SRG has been unsuccessful in its search for a Vice Chair for a considerable time. The process for the appointment of Vice-Chair is the same as that set out for the appointment of Chair. With regard to the role of Vice-Chair, the Terms of Reference state:

“The Vice Chair shall be nominated from within the membership of the SRG, by its members, following the same process as that adopted for the Chair, subject to the condition that they be appointed from a different sector/organisation from that of the Chair. In the SRG Chair's absence, the Vice Chair shall also perform the role of Associate Member on the Local Health Board.”

The Vice Chair's term of office will be as described for the Chair.

The Vice Chair is accountable to the SRG Chair for their performance as Vice Chair, and to their nominating body or grouping for the way in which they represent their views at the SRG.

Nominations for Chair and Vice Chair

Following the last Committee meeting, members of the SRG have been contacted to ask for expressions of interest/nominations for Chair and Vice Chair. To date only one relevant nomination has been received for Chair and one nomination for Vice Chair, as detailed below:

Nomination from	Chair	Vice Chair
Eleri Jenkins (Barcud)	Jeremy Hockridge	Chesca Ross

Argymhelliad / Recommendation

The Stakeholder Reference Group is asked to:

- **NOTE** the updated membership which includes details of new representatives and the reappointment of existing members.
- **CONSIDER** the proposed nominations for Chair and Vice Chair for onward ratification by the Board.

Following Board approval, a letter seeking approval will be sent to the Minister for Health and Social Services for confirmation of official appointment.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.3 Member Appointments
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not Applicable
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	Not Applicable
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	1. Leadership
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Cynllunio Planning Objectives	All Planning Objectives Apply
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	9. All HDdUHB Well-being Objectives apply

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	As presented
Rhestr Termau: Glossary of Terms:	Contained in the body of the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Grŵp Cyfeirio Rhanddeiliaid: Parties / Committees consulted prior to Stakeholder Reference Group:	Board Secretary Assistant Director of Assurance and Risk

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	No direct impact
Ansawdd / Gofal Claf: Quality / Patient Care:	No direct impact
Gweithlu: Workforce:	No direct impact
Risg: Risk:	No direct impact
Cyfreithiol: Legal:	No direct impact
Enw Da: Reputational:	No direct impact
Gyfrinachedd: Privacy:	Not applicable
Cydraddoldeb: Equality:	No direct impact