



## HYWEL DDA UNIVERSITY HEALTH BOARD – STAKEHOLDER REFERENCE GROUP

### WORKPLAN 2023/4

**Updated: 18 July 2023**

Agenda Item/Issue/Notes	Lead	5 May 2023	18 July 2023	14 Nov 2023	16 Jan 2024
* Standing agenda items					
<b>GOVERNANCE</b>					
Welcome and Apologies*	Chair	P	P	P	P
Declarations of Interests*	Chair	P	P	P	P
Minutes from Previous Meeting*	Chair	P	P	P	P
Matters Arising and Table of Actions*	Chair	P	P	P	P
Annual Review of Terms of Reference <i>(to go to 25 May 2023 Board for approval)</i>	Chair	P	P		
Annual Review of SRG Membership <i>Start membership process after January 2024 meeting</i>	Chair	P	P		
Nominations for role of Chair	Chair	P	P		
Nominations for role of Vice Chair	Chair	P	P		
Appointment of Chair	Chair		P	P For 2023	
Appointment of Vice Chair	Chair		P	P For 2023	
Self Assessment (take place and feedback) <i>(email CW 23.1.23)</i>	Karen Richardson				P
<b>OUR SERVICES</b> <i>(For information prior to consultation commencement in order to obtain feedback on behalf of SRG organisations and/or individual members)</i>					
<b>Current and Future Planned Consultations and Engagement Update*</b> <i>(List and schedule of current and future service consultations/engagements with update on each)</i>	Alwena to advise	P	P	P	P
<b>Continuous Engagement Programme Update</b> <i>(List/schedule of current and future service consultations/engagements with update on activity for each)</i>	Alwena to advise	P			
<b>Transformation/Consultation/Engagement Programmes</b> <i>(To be decided at agenda setting meetings if a specific programme will be an agenda item)</i>	Alwena to advise				
<b>A Healthier Mid and West Wales: Land Consultation</b>	Lee Davies	P			



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<b>A Healthier Mid and West Wales: Land Consultation</b> (from May 2023 meeting) <i>(To cover: key issues, challenges and opportunities arising from conversation with the public in person and online AND A deep dive into the consultation process, what has been successful and what has not)</i>	Alwena Hughes-Moakes (this is re: consultation engagement not the background/process for the new hospital)			R	
<b>Paediatric Review</b>	Phil Kloer	R			
<b>Paediatric Review Update</b>	Phil Kloer		R		
<b>Mental Health and Learning Disabilities</b>					
<b>Ethics Committee: Update</b> <i>(Arose at January 2023 meeting – standing agenda item as requested)</i>	Helen Sullivan				R
<b>DELIVERY OF OBJECTIVES AND PRIORITIES</b> <i>(For information)</i>					
Annual Plan 2023/24– Presentation	Lee Davies/ Eldeg Rosser	R			
Integrated Performance Assurance Report (IPAR)* <i>Update on performance/progress against Annual Plan (See email 13.4.23 from Tracy Price)</i>	Tracy Price		R		R
Board Assurance Framework (BAF) <i>This is an update on performance and progress against Annual Plan Board: 30 March/27 July/30 November Board meetings</i>	Charlotte/ Cath Evans	R May 2024		R (July Brd paper)	
For Information: IMTP Strategic Objective 1: Putting People at the Heart of Everything we do IMTP Strategic Objective 2: Working Together to be the Best we can be IMTP Strategic Objective 3: Striving to Deliver and Develop Excellent Services IMTP Strategic Objective 4: The Best health and Wellbeing for our Communities IMTP Strategic Objective 5: Safe, Sustainable, Accessible and Kind Care IMTP Strategic Objective 6: Sustainable Use of Resources					
2a Engage with and listen to our people	Lisa Gostling			tbc	
3a Transforming Urgent and Emergency Care (TUEC) Programme	Andrew Carruthers			R	
4c Mental Health Recovery Plan	Andrew Carruthers			R	
5c Digital agenda	Huw Thomas			R	
6a Clinical Services Plan	Lee Davies		R	R	
6c Continuous Engagement	Alwena Hughes Moakes			tbc	



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7a Public Health	Ardiana Gjini				Due in Feb
7b Integrated Localities, Accelerated Cluster Development and Primary Care sustainability (Paused)	Jill Patterson				tbc
7c Social Model for Health and Wellbeing	Phil Kloer			tbc	
8b Local Economic and Social Impact (Paused)	Huw Thomas			tbc	
8d Welsh Language and Culture	Alwena Hughes Moakes			R	
<b>OUR COMMUNITIES</b>					
Role of Carers <i>Deferred from November to Jan, to May, to July meeting</i>	Anna Bird		R		
Community Development Outreach Team <i>From meeting Jan 23-email Anna Bird 18.1.23 – deferred to July</i>	Anna Bird (Helen Sullivan to attend)		R		
Cost of Living Update <i>Standing agenda item</i>	Jo McCarthy/ Annie Ashman Rob Blake and Ardiana Gjini	R	R	R	R
Public Services Board's Wellbeing Plans Across Wales	Jo McCarthy Ardiana Gjini				R
HDdUHB Health Charities Annual Report and Accounts 2022/23 <i>To be taken after audited accounts have been submitted to Board on 25 January 2024</i>	Nicola Llewellyn				
Regional Area Plan	Kelvin Barlow/ Kim Neyland			R	
Finance and Digital Charter/Inclusion Update	Huw Thomas Anthony Tracey Meinir Jones Michelle Hickin	R			
Digital Charter/Inclusion: Update <i>(Arose at May 2023 meeting – update to include further developments of NHS and other health care apps together with developments in the approach to fully engage patients with the digital, patient-centred designed systems that are being developed.)</i>	Anthony Tracey				
Digital Divide Research <i>(Arose at May 2023 meeting)</i>	Anthony Tracey				
Role of Llais/Citizens Voice Body <i>July – in-depth review and possibly rep from Citizens Voice to attend</i>	Sam Dentten	R	R	R	R
Arts in Health (email 27.4.23 – agreed at paper clearance 27.4.23)	Kathryn Lambert		R		



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<b>RECOMMENDATIONS TO THE BOARD*</b>		✓	✓	✓	✓
<b>FOR INFORMATION</b>					
1a Develop an attraction and recruitment plan	Lisa Gostling				tbc
1b Develop career progression opportunities	Lisa Gostling			tbc	
2b Continue to strive to be an employer of choice	Lisa Gostling			tbc	
2c Develop and maintain an overarching workforce, OD and partnerships plan	Lisa Gostling			tbc	
3b Infection and Prevention Delivery Plan	Mandy Rayani				☐
4a Planned Care (Slowed) and Cancer Recovery (Prioritise)	Andrew Carruthers		☐		☐
4b Develop and deliver a regional diagnostic plan	Andrew Carruthers				Due in Feb
5a Estates Strategy	Lee Davies		☐		
5b Research and Innovation	Phil Kloer		☐		
6b Pathways and Value Based Health Care (VBHC)	Phil Kloer	☐		R	
8a Decarbonisation and Sustainability -	Lee Davies				tbc
8c To develop a Board and Welsh Government-approved financial roadmap to return the Health Board to a £25m deficit position.	Huw Thomas			R	
Operational Update* <i>(this is the report that went to the Public Board prior to SRG)</i>	Sally/ Helen	R	R	R	R
Board Update Report* <i>(this is the SRG Update that went to Public Board)</i>	Sally/ Helen	R	R	R	R
SRG Annual Workplan*	Sally/ Helen	R	R	R	R
Arts in Health <b>(if submitted)</b>	Kathryn Lambert	R	R	R	R
<b>ANY OTHER BUSINESS</b>		✓	✓	✓	✓
<b>DATE AND TIME OF NEXT MEETING*</b> Tuesday, 16 January 2024 (Teams)		✓	✓	✓	✓

<b>OTHER ONE-OFF AGENDA ITEMS</b>					
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<b>Chair:</b> Hazel Lloyd Lubran	<b>Vice-Chair:</b> To be confirmed	<b>Lead Executive:</b> Alwena Hughes-Moakes	<b>Committee Services Officer:</b> Helen Mitchell
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**THESE ARE PROPOSED PLANNING OBJECTIVES 2023/24, the final version will need to be appended here**

Domain	Goals	Planning Objectives	Committee Alignment
<b>Our People</b> <i>We have the people we need to achieve our purpose and strategy</i>	<b>Goal 1:</b> Grow and Train our Workforce <i>We have the right people we need, with the right skills and knowledge</i>	1a - Recruitment plan 1b - Career progression	People, Organisational Development & Culture Committee (PDODC)
	<b>Goal 2:</b> Support and Retain our Workforce <i>Our people feel motivated and supported</i>	2a - Staff health and wellbeing 2b - Employer of choice 2c - Workforce and OD strategy	
	<b>Goal 3:</b> Safe and high quality care <i>Our services are safe and deliver good outcomes</i>	3a – Transforming Urgent and Emergency Care programme 3b – Healthcare Acquired Infection Delivery Plan	
<b>Our Patients</b> <i>Our patients receive the highest quality care</i>	<b>Goal 4:</b> Accessible and kind care <i>Patients have timely access to services and positive experiences</i>	4a - Planned Care and Cancer Recovery 4b – Regional Diagnostics Plan 4c – Mental Health Recovery Plan	Strategic Development and Operational Delivery Committee (SDODC)* Quality, Safety and Experience Committee (QSEC)
	<b>Goal 5:</b> World class infrastructure <i>We are building the infrastructure needed to provide high quality care</i>	5a – Estates Strategies 5b - Research and innovation 5c – Digital Strategy	SDODC* PDODC Sustainable Resources Committee (SRC)
	<b>Goal 6:</b> Sustainable services <i>Designing and implementing more sustainable services</i>	6a - Clinical services plan 6b - Pathways and Value Based Healthcare 6c - Continuous engagement	SDODC* SRC PODCC
<b>Our Communities</b>	<b>Goal 7:</b>	7a – Population Health	SDODC*



<i>Our population is healthy and we have a positive impact on the determinants of health</i>	Healthier communities <i>Our communities support good health</i>	7b – Integrated Localities	SDODC*
	<b>Goal 8:</b> Positive impact beyond health <i>As an organisation we have a positive impact beyond health</i>	7c - Social model	SDODC*
		8a – Decarbonisation & Sustainability	SRC
		8b – Local Economic and Social Impact	SRC
		8c – Financial Roadmap	SRC
		8d – Welsh Language and Culture	PDODC
Ministerial priorities	Local priorities		