

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



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<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>	(this is re: consultation engagement not the background/process for the new hospital)				
Paediatric Review	Phil Kloer	✓			
Paediatric Review Update	Phil Kloer		✓		
Mental Health and Learning Disabilities					
Ethics Committee: Update <i>(Arose at January 2023 meeting – standing agenda item as requested)</i>	Helen Sullivan				✓
DELIVERY OF OBJECTIVES AND PRIORITIES <i>(For information)</i>					
Annual Plan 2023/24– Presentation	Lee Davies/ Eldeg Rosser	✓			
Integrated Performance Assurance Report (IPAR)* <i>Update on performance/progress against Annual Plan (See email 13.4.23 from Tracy Price)</i>	Tracy Price		✓		✓
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	✓ May 2024		✓ (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					
OUR COMMUNITIES					
Role of Carers <i>Deferred from November to Jan, to May, to July meeting</i>	Anna Bird		✓		
Community Development Outreach Team <i>From meeting Jan 23-email Anna Bird 18.1.23 – deferred to July</i>	Anna Bird <i>(Helen Sullivan to attend)</i>		✓		
Cost of Living Update <i>Standing agenda item</i>	Jo McCarthy/ Annie Ashman Rob Blake and Ardiana Gjini	✓	✓	✓	✓
Public Services Board's Wellbeing Plans Across Wales	Jo McCarthy				✓
Charitable Funds Investment <i>To be taken at a future meeting</i>	Nicola Llewellyn				
Regional Area Plan	Kelvin Barlow/ Kim Neyland			✓	



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Finance and Digital Charter/Inclusion Update	Huw Thomas Anthony Tracey Meinir Jones Michelle Hickin	✓			
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>					
Role of Llais/Citizens Voice Body <i>July – in-depth review and possibly rep from Citizens Voice to attend</i>	Sam Dentten	✓	✓	✓	✓
Arts in Health (email 27.4.23 – agreed at paper clearance 27.4.23)	Kathryn Lambert		✓		
RECOMMENDATIONS TO THE BOARD*		✓	✓	✓	✓
FOR INFORMATION					
Operational Update* <i>(this is the report that went to the Public Board prior to SRG)</i>	Sally/ Helen	✓	✓	✓	✓
Board Update Report* <i>(this is the SRG Update that went to Public Board)</i>	Sally/ Helen	✓	✓	✓	✓
SRG Annual Workplan*	Sally/ Helen	✓	✓	✓	✓
ANY OTHER BUSINESS		✓	✓	✓	✓
DATE AND TIME OF NEXT MEETING* Tuesday, 14 November 2023 (Teams) Tuesday, 16 January 2024 (Teams)		✓	✓	✓	✓
OTHER ONE-OFF AGENDA ITEMS					

Chair: Hazel Lloyd Lubran	Vice-Chair: To be confirmed	Lead Executive: Alwena Hughes-Moakes	Committee Services Officer: 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
Our People <i>We have the people we need to achieve our purpose and strategy</i>	Goal 1: Grow and Train our Workforce <i>We have the right people we need, with the right skills and knowledge</i>	1a - Recruitment plan	People, Organisational Development & Culture Committee (PDODC)
	Goal 2: Support and Retain our Workforce <i>Our people feel motivated and supported</i>	1b - Career progression	
		2a - Staff health and wellbeing	
		2b - Employer of choice 2c - Workforce and OD strategy	
Our Patients <i>Our patients receive the highest quality care</i>	Goal 3: Safe and high quality care <i>Our services are safe and deliver good outcomes</i>	3a – Transforming Urgent and Emergency Care programme	Strategic Development and Operational Delivery Committee (SDODC)*
		3b – Healthcare Acquired Infection Delivery Plan	Quality, Safety and Experience Committee (QSEC)
	Goal 4: Accessible and kind care <i>Patients have timely access to services and positive experiences</i>	4a - Planned Care and Cancer Recovery	SDODC*
		4b – Regional Diagnostics Plan	SDODC*
		4c – Mental Health Recovery Plan	SDODC*
Our Future <i>Building a better health care system for future generations</i>	Goal 5: World class infrastructure <i>We are building the infrastructure needed to provide high quality care</i>	5a – Estates Strategies	SDODC*
		5b - Research and innovation	PDODC
		5c – Digital Strategy	Sustainable Resources Committee (SRC)
	Goal 6: Sustainable services <i>Designing and implementing more sustainable services</i>	6a - Clinical services plan	SDODC*
		6b - Pathways and Value Based Healthcare	SRC
		6c - Continuous engagement	PODCC
Our Communities <i>Our population is healthy and we have a positive impact on the determinants of health</i>	Goal 7: Healthier communities <i>Our communities support good health</i>	7a – Population Health	SDODC*
		7b – Integrated Localities	SDODC*
		7c - Social model	SDODC*
	Goal 8: Positive impact beyond health <i>As an organisation we have a positive impact beyond health</i>	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		



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