

STAKEHOLDER REFERENCE GROUP / GRWP CYFEIRIO RHANDDEILIAID

17 January 2023

TABLE OF ACTIONS / TABLE GWEITHREDOEDD

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
SRG(22)56 SRG(23)05	Cluster Programme To liaise with regard to encouraging GP participation in the Education Programmes for Patients (EPP) initiative and promote the programme more widely through clusters.	NC/ RB		RB to pursue with Claire Hurlin who leads on the EPP programme. 17.1.23: Carry forward for further update. Claire Hurlin, responsible for EPP liaises with Nigel Clark and the rest of the team on a regular basis.
SRG(23)02	To advise SRG members of appointment to the role of Vice-Chair.	HL-L	January 2023	Agenda item for SRG on 5 May 2023: Appointment to the role of Vice-Chair - to be formally ratified by SRG at the meeting on 5 May 2023.
SRG(23)06	To update the workplan to reflect that Continuous Engagement Update was deferred to the May meeting.	SH	January 2023	Workplan updated.
SRG(23)06	To provide a Continuous Engagement report to the May 2023 meeting with a forward-looking approach to future continuous engagement reports, bringing to SRG's early attention any matters relating to staff, patient and public engagement. Also to provide information on the mechanisms and approaches used by the Health Board to engage with its diverse communities and how Tractivity is being used, together with a summary of the outcomes	RG	January 2023	Agenda item for May 2023 SRG meeting.

SRG(23)07	To share the link for feedback regarding Arts in Health.	KL/SH	January 2023	Link shared by email 23 January 2023.
SRG(23)08	To provide a comprehensive report regarding the role of carers for the next SRG meeting.	AB	April 2023	Deferred to July 2023 meeting.
SRG(23)08	To update the workplan for the May 2023 meeting to include 'Role of Carers'.	SH	January 2023	Workplan updated.
SRG(23)09	To investigate and confirm the support available to SRG members who will be asked for input into a broad range of possibly emotive matters.	PK	February 2023	<p>Supporting this work and acknowledging the potential for vicarious or secondary distress is important.</p> <p>As the work is for the benefit of the organisation, Suzanne Tarrant's team is happy to provide any psychological support specifically relating to the work undertaken by the panel, whether the person is employed or not (the same is done for volunteers). The support the team can offer is for mild to moderate level issues only and is short term – anything that is more severe/complex or requires longer term input, would need to be referred on elsewhere.</p> <p>Access to the service and a range of resources can be found on the SharePoint pages here: https://nhswales365.sharepoint.com/sites/HDD/Staff_Psychological_Wellbeing_Service</p> <p>There is also some public facing information which is far more limited by accessible to those who are not on our system, here: Staff psychological well-being service - Hywel Dda University Health Board (nhs.wales)</p> <p>If any of the group members are not Hywel Dda employees, the team would need to have their names in advance. If the team know who is on the group, should they contact the service - an initial conversation can be had to ensure that the request is specifically in relation to their work with</p>

				the ethics panel and fits the remit of the service which can be provide
SRG(23)09	To update the workplan to include Role and Remit of the Ethics Committee Update as a standard agenda item.	SH	January 2023	Workplan updated.
SRG(23)10	To feedback to his team Ms Sian Davies' very positive, personal hospital experience: excellent service, excellent staff and excellent follow-up.	KJ	January 2023	Completed.
SRG(23)11	To circulate the Financial Wellbeing Group's report following its next meeting, together with links and any relevant additional information.	JMcC	February 2023	Shared by email 23 March 2023.
SRG(23)11	To provide a Community Development Outreach Team (CDOT) update; to be scheduled with Dr McCarthy's further update to SRG on the cost of living crisis.	AB JMcC	April 2023	Scheduled for May 2023 meeting.
SRG(23)11	To update the workplan to include CDOT/Cost of Living Crisis for a future meeting.	SH		Workplan updated
SRG(23)16	To share the link to the Digital Inclusion in Health launch event.	AH-M/ SH	January 2023	Shared by email 17 January 2023.
SRG(23)16	To update the workplan to include 'Digital Inclusion' as an agenda item for the May 2023 meeting.	SH	January 2023	Workplan updated.
SRG(23)16	To share the link to the 'Role of the New Citizens Voice' consultation.	HL-L SH	January 2023	Shared by email 17 January 2023.
SRG(23)16	To update the workplan to include 'Role of the New Citizens Voice' as an agenda item for the May 2023 meeting.	SH	January 2023	Workplan updated.

AB - Anna Bird	AHM – Alwena Hughes-Moakes	HL-L – Hazel Lloyd-Lubran
JMcC – Jo McCarthy	KJ – Keith Jones	KL – Kathryn Lambert
NC – Nigel Clark	PK – Phil Kloer	RG – Rebecca Griffiths
RB – Rhian Bond	SH – Sally Hurman	