



**GRŴP CYFEIRIO RHANDDEILIAID (GCR)
STAKEHOLDER REFERENCE GROUP (SRG)**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	05 November 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Chair and Vice-Chair Arrangements
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Joanne Wilson, Director of Corporate Governance/Board Secretary
SWYDDOG ADRODD: REPORTING OFFICER:	Charlotte Wilmshurst, Assistant Director of Assurance and Risk

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 seek agreement to extend the current Chair and Vice-Chair arrangements for the Stakeholder Reference Group (SRG) for the next 12 months in line with the requirements set out in the Terms of Reference, as outlined at the previous meeting.

Cefndir / Background

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

The Terms of Reference state that Membership of the Committee must be reviewed on an annual basis and the appointment of the Chair of the Group must be approved in line with the Model Standing Orders for Welsh Local Health Boards.

A review of membership has been undertaken and reported to the previous meeting, however the current arrangements for the Chair and Vice-Chair have only been agreed to January 2025.

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 the 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 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.

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 UHB.

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

Asesiad / Assessment

The then Minister of Health and Social Services confirmed the current appointment of Jeremy Hockridge (Patient Representative (Carmarthenshire)) as the SRG Chair for a year on 30 January 2024. The SRG Terms of Reference allow for the Chair's term of office for up to two years, with the ability to stand as Chair for an additional one year, in line with that individual's term of office as a member of the SRG. It is proposed that the current arrangement is extended for one year, at which point a new Chair will be sought from the SRG membership.

The current arrangements for Vice-Chair of SRG, currently filled by Chesca Ross (third Sector (CAVO/CAVS/PAVS)), have also been in place for a year, and it is proposed that this arrangement is extended for another year.

Both the Chair and Vice-Chair have confirmed they are content to continue in their roles for another year.

These arrangements should be considered and agreed by Members prior to approval by the Board, after which a letter will be sent to the Cabinet Secretary for Health and Social Care (previously the Minister for Health and Social Services) to seek approval for the extension of the current arrangements for Chair and Vice-Chair for another year.

Argymhelliad / Recommendation

The Stakeholder Reference Group is requested to:

- **Consider and support** extending the current Chair and Vice-Chair arrangements for a further 12 months prior to seeking agreement by the Board that formal approval for these arrangements can be sought from the Cabinet Secretary for Health and Social Care.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference Cyfeirnod Cylch Gorchwyl y Pwyllgor	12.1: These Terms of Reference and operating arrangements shall be reviewed on at least an annual basis by the Committee for approval by the Board.
Cyfeirnod Cofrestr Risg Risk Register Reference:	Not Applicable
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability

Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Statement	Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	SRG Terms of Reference
Rhestr Termau: Glossary of Terms:	Contained within the body of the report.
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Archwilio a Sicrwydd Risg: Parties / Committees consulted prior to Audit and Risk Assurance Committee:	Director of Corporate Governance (Board Secretary)

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	No direct impacts
Ansawdd / Gofal Claf: Quality / Patient Care:	No direct impacts
Gweithlu: Workforce:	No direct impacts
Risg: Risk:	No direct impacts
Cyfreithiol: Legal:	No direct impacts
Enw Da: Reputational:	No direct impacts
Gyfrinachedd: Privacy:	No direct impacts
Cydraddoldeb: Equality:	No direct impacts