



HYWEL DDA UNIVERSITY HEALTH BOARD – STAKEHOLDER REFERENCE GROUP

(denoted by *).

| Agenda Item/Issue | Lead | 6 th May 2022 | 19 th July 2022 | 15 th Nov 2022 | 17 th Jan 2023 |
|---|------------------------------------|--------------------------------|----------------------------------|---------------------------------|---------------------------------|
| Apologies* | | ✓ | ✓ | ✓ | ✓ |
| Declarations of Interests* | | ✓ | ✓ | ✓ | ✓ |
| Minutes from Previous Meeting* | | ✓ | ✓ | ✓ | ✓ |
| Matters Arising and Table of Actions* | | ✓ | ✓ | ✓ | ✓ |
| Annual Review of TORs/Membership | | ✓ | | | |
| SRG Outcome of Self-Assessment of Performance (and review of actions) | | | ✓ | | |
| SRG Annual Report | | | | ✓ | |
| Recommendations to the Board | | ✓ | ✓ | ✓ | ✓ |
| Transformation Programme Update | Strategic Lead for programme | ✓ | ✓ | ✓ | ✓ |
| Operational Update and Progress Report on the Health Board's Annual Recovery Plan* | | ✓ | ✓ | ✓ | ✓ |
| Any Other Business* | | ✓ | ✓ | ✓ | ✓ |
| Discover Strategy | | | | ✓ | |
| Update on Engagement/Engagement HQ | | ✓ | | | |
| Charter for Young People/Early Adopter | | | ✓ | | |
| Update on Regional Partnership Board Population Assessment & PSB Wellbeing Assessment | | ✓ | | | |
| Recovery Plan update | | | | | ✓ |
| Role and remit of Ethics Committee | | | | | ✓ |
| Building a Healthier Future after COVID -19 : Engagement Update | | ✓ | | | |
| Nominations for Vice Chair | | ✓ | | | |
| Appointment of Vice Chair | | | ✓ | | |

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| Agenda setting meeting with Chair & Exec Lead (at least 6 weeks before the meeting) | | ✓ | ✓ | ✓ | ✓ |
| Draft agenda to go to Executive Team prior to issue | | ✓ | ✓ | ✓ | ✓ |
| Call for papers (at least 4 weeks before the meeting to receive papers at least 14 days before the meeting) | | ✓ | ✓ | ✓ | ✓ |
| Disseminate agenda and papers 7 days prior to the meeting | | ✓ | ✓ | ✓ | ✓ |
| Type up minutes and TOA within 7 days of the meeting | | ✓ | ✓ | ✓ | ✓ |

Chair: Hazel Lloyd Lubran

Vice-Chair: To be confirmed

Lead Executive: To be confirmed

Committee Secretary: Karen Didcote