

**Stakeholder Reference Group
10th October 2019**

Ynysmeurig House, Navigation Park, Abercynon CF45 4SN

Present

Bill Smith	Merthyr Tydfil CBC
Carmel Donovan	Bridgend CBC
Clare Williams	Cwm Taf Morgannwg UHB
Emma Lewis	Cwm Taf Morgannwg CHC
Geraint White	WAST
Graham Crocombe	Carer Representative (B)
Julia Sumner	Cwm Taf Morgannwg UHB
Kay Harries	BAVO
Lisa Curtis Jones	Merthyr Tydfil CBC
Lynda Corre	Older Persons Representative (RCT)
Margaret Goodwin	Patient Representative (MT)
Paul Beckerton	Third Sector Representative (MT)
Paul Mee	Rhondda Cynon Taf CBC
Rhys Lewis	Rhondda Cynon Taf CBC
Roy Bailey	Carer Representative (MT)
Ruth Treharne	Cwm Taf Morgannwg UHB
Sharon Richards	VAMT (Vice-Chair)
Simon Cash	Carer Representative (B)

In Attendance

Kate Bowd	Cwm Taf Morgannwg UHB
Bill Rogers	Cwm Taf Morgannwg UHB
Russell Hoard	Cwm Taf Morgannwg UHB
Ana Llewellyn	Cwm Taf Morgannwg UHB
Dena Jones	Cwm Taf Morgannwg UHB
Anthony Hughes	Cwm Taf Morgannwg UHB
Liz Jenkins	Cwm Taf Morgannwg UHB
Adam Pearce	Cwm Taf Morgannwg UHB

No.	Agenda Item	Action
1.1	Welcome and Introductions Sharon Richards (Chair) welcomed everyone to the Stakeholder Reference Group (SRG) meeting. Members were invited to introduce themselves.	
1.2	Apologies for Absence Apologies were received from Anne Morris, Eleanor Johnson, Georgina Galletly, Ruth Treharne, Heather Smith, Paula Martyn and Sonia Thompson.	

No.	Agenda Item	Action
1.3	Declarations of Interest None	
1.4	Minutes from the last meeting Members approved the minutes of the meeting held on 15 August 2019 as a true and accurate record.	
1.5	Matters Arising Car Parking Prince Charles Hospital (PCH) Mr Bill Rogers was in attendance to provide an update on the Parking at PCH. Consideration of nominations for Chair and Vice Chair At the previous meeting, the group agreed nominations or expressions of interest would be sought from members for the Chair and Vice Chair of the Stakeholder Reference Group. The membership was discussed and members were in agreement to appoint Ms Sharon Richards as substantive Chair (subject to Board approval). Ms Sharon Richards thanked members for their support. It was noted that Ms Richards was not available to chair the next meeting scheduled for December and it was agreed to seek a representative from the group to Chair the meeting. Additional Learning Needs (ALN) Members noted that Additional Learning Needs (ALN) has been added to the work programme. IMTP 2019-22 Summary Clare Williams confirmed the IMTP 2019-2022 summary document has been circulated to members for information. Drink a Drop and Protected Meal Times Initiatives Members agreed to invite Rebecca Thomas to a future meeting to receive an update on the outcome of the audit.	
1.6	UHB Board Update Clare Williams confirmed the Board News highlight report was circulated to members for information. The Chair of the Stakeholder Reference Group will be required to attend future Board meetings to update the Board on the progress of the group.	

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2.1	<p>Regional Partnership Board Transformation Programmes</p> <p>Anthony Hughes, Head of Regional Partnership Board, Programme Management Office (PMO) provided an overview of the Transformation programme including the benefits and the challenges.</p> <p>Members noted the large scale of the work programme and agreed that updates would be provided at regular future meetings.</p>	
2.2	<p>Developing Cwm Taf Morgannwg University Health Board</p> <p>Dena Jones, Workforce Transition Programme Manager outlined the work being undertaken to develop a new operating model for Cwm Taf Morgannwg University Health Board following the formation of the new organisation from 1 April 2019.</p> <p>The Chief Executive has launched a work programme based on vision, structure and culture of the organisation.</p> <p>The "Let's Talk" engagement workshops have commenced for staff and patients across the organisation.</p>	
2.3	<p>Integrated Medium Term Plan (IMTP) 2020-23</p> <p>Clare Williams, Assistant Director for Planning, Partnerships and PMO provided an update on the National Planning Framework 2020-2023 and IMTP process for 2020-23 (Local Planning Framework). The update included the stages of the work programme for completion by March 2020.</p>	
2.4	<p>Strategic Equality Plan</p> <p>Liz Jenkins, Equality Manager attended the meeting to provide an overview of the Strategic Equality Plan including the strategic objectives as part of the wider consultation process.</p> <p>An update was provided about what the Health Board had achieved to date and members noted the progress made and the future plans.</p>	

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2.5	<p>Maternity Services Review</p> <p>It was agreed at the previous meeting that the Maternity Services Review would be included as a standing agenda item for the Stakeholder Reference Group moving forward. Ana Llewellyn, Maternity Improvement Director attended the meeting to provide an update on:</p> <ul style="list-style-type: none"> • Special Measures in Maternity Services • Independent Maternity Service Oversight Panel (IMSOP) • Performance Management Framework • Programme Structure • Progress Improvement via Matrix and; • Progress to date <p>Members noted the update and reiterated the need for regular updates.</p>	
2.6	<p>Parking at Prince Charles Hospital (PCH)</p> <p>Bill Rogers, Programme Director PCH and Russell Hoare, Acting Assistant Director of Facilities outlined the future plans for parking at Prince Charles Hospital and how these plans were being progressed.</p> <p>Members recommended increasing communication for the public in relation to the plans for the refurbishment and parking at Prince Charles Hospital.</p> <p>Julia Sumner, Interim Head of Communications agreed to provide regular briefings to share with staff and patients.</p>	JS
3.2	<p>SRG Forward Work Programme</p> <p>Members noted the forward work programme for October 2019 to June 2021.</p>	
4.1	<p>Any Other Business</p> <p>Travelling Expenses</p> <p>Members raised a query regarding travel expense claims for attendance at SRG meetings. Clare Williams agreed to look into the process for claiming expenses for members and confirm at the next meeting.</p>	

No.	Agenda Item	Action
4.2	Date and Time of Next Meeting Thursday 12 December 2019 2:00 pm, Cwm Taf Morgannwg UHB Headquarters, Ynysmeurig House, Abercynon.	