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Bwrdd Iechyd Prifysgol
Cwm Taf Morgannwg
University Health Board

**STAKEHOLDER REFERENCE GROUP
12 DECEMBER 2019
YNYSMEURIG HOUSE, NAVIGATION PARK, ABERCYNON**

PRESENT

Bill Smith	Merthyr Tydfil CBC
Carmel Donovan	Bridgend CBC
Clare Williams (representing R Treharne)	Cwm Taf Morgannwg UHB
Eleanor Johnson	Carer Representative (RCT)
Lynda Corre	Older Persons Representative (RCT)
Margaret Goodwin	Patient Representative (MT)
Paul Beckerton	Third Sector (MT)
Paul Mee	Rhondda Cynon Taf CBC
Paula Martyn	Care Forum Wales
Rena Sweeney	Third Sector (B)
Rhys Lewis	Rhondda Cynon Taf CBC

IN ATTENDANCE

Emily Phillips	Cwm Taf Morgannwg UHB
Emma Lewis	Cwm Taf Morgannwg CHC
Heather Smith	Cwm Taf Morgannwg UHB
Lucy Timlin	Cwm Taf Morgannwg UHB
Shauna Price	Cwm Taf Morgannwg UHB

NO	AGENDA ITEM	ACTION
1.1	<p>WELCOME & INTRODUCTIONS</p> <p>Eleanor Johnson (Chair) welcomed everyone to the Stakeholder Reference Group (SRG) meeting.</p> <p>Members were invited to introduce themselves.</p> <p>It was noted that two new members had recently been appointed and these were Cllr Cheryl Green, Bridgend CBC and Ashley Cromley, representing the Third Sector in Rhondda Cynon Taf and they would attend the next meeting in February 2020.</p>	
1.2	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were received from Anne Morris, Geoff Cheetham, Geraint White, Graham Crocombe, Georgina Galletly, Roy Bailey, Ruth Treharne, Sharon Richards and Simon Cash.</p>	

AGENDA ITEM 1.4

NO	AGENDA ITEM	ACTION
1.3	DECLARATIONS OF INTEREST None	
1.4	<p>MINUTES FROM THE LAST MEETING</p> <p>Members approved the minutes of the meeting held on 10 October 2019 as a true and accurate record with one exception that there appeared to be no action recorded in relation to item 2.2 <i>Developing Cwm Taf Morgannwg University Health Board</i>.</p> <p>The action from the meeting had been for Dena Jones, Workforce Transition Programme Manager to ensure engagement with local authorities regarding joint appointments. It was clarified that the Health Board was currently undertaking a programme of engagement regarding the development of a new operating model for the Health Board and once completed it will be determined whether formal consultation is required.</p> <p>A paper relating to the new operational model was published on 11th December 2019 and it would be confirmed if this had been circulated to all staff including integrated posts.</p>	CW
1.5	<p>MATTERS ARISING</p> <p>Parking at Prince Charles Hospital (PCH)</p> <p>Mr Bill Smith queried whether there had been any update from the last meeting and the Group were advised that there had been no further update.</p> <p>It was noted that parking remained problematic across the Prince Charles Hospital site. Members agreed that an update should be provided to every alternate meeting and the next update would be sought for the April 2020 meeting.</p> <p>At the previous meeting it had been agreed that improved communication was required relating to the refurbishment works, including parking, at Prince Charles Hospital and an update would be sought from the Communication Team.</p> <p>Travel Expenses</p> <p>Heather Smith informed the Group that those wishing to claim expenses for travelling to and from the Stakeholder Reference Group should complete the travelling expenses form and forward to her for processing.</p>	HS

AGENDA ITEM 1.4

NO	AGENDA ITEM	ACTION
1.6	<p>UHB BOARD UPDATE</p> <p>The Group received and noted the UHB Board Update.</p>	
2.1	<p>INTEGRATED HEALTH AND CARE STRATEGY</p> <p>Clare Williams, Assistant Director of Planning, Partnerships & PMO, provided a presentation on the development of the Health Board's Integrated Health and Care Strategy.</p> <p>It was noted that not all Members were aware of dates for the Let's Talk Culture engagement events. Further events were arranged for early 2020 and dates for these would be circulated to the Group.</p> <p>The Group discussed the proposed wording of the 'mission' and 'vision' statements. It was agreed they needed to be re-worded and the UHB should consider how these statements could be strengthened to reflect the involvement of patients and their families in service provision and ensure that emphasis is on prevention, not just the management of ill health.</p> <p>Following discussion of the strategic objectives it was agreed that these should also be revised so that terms which may be confusing are re-worded. For example, it was felt that many members of the public would be unlikely to understand terms like 'value-based care'.</p> <p>The new Operating Model for the UHB was presented and discussed, including the development of new locality groups. A copy of the most recent iteration would be circulated to members.</p> <p>Some concerns were raised by the Group, particularly in relation to the potential impact on non-UHB organisations and services. The Group were informed that work was ongoing to mitigate against this conversations would be held early on to ensure all relevant parties were involved moving forward.</p> <p>A brief explanation of the new structures was provided and it was noted that the first act would be to appoint one Executive Director post in place of both the Chief Operating Officer (COO) and the Director of Primary, Community and Mental Health posts.</p> <p>The first round of changes are due to commence from 1st April 2020.</p>	<p>HS</p> <p>HS</p>

AGENDA ITEM 1.4

NO	AGENDA ITEM	ACTION
2.2	<p>INTEGRATED MEDIUM TERM PLAN 2020-2023</p> <p>Members received a paper providing an update on work which has been initiated to develop the Health Board's Integrated Medium Term Plan (IMTP) 2020-23.</p> <p>It was agreed that the IMTP would remain as a standing agenda item.</p>	
2.3	<p>CWM TAF MORGANNWG UHB WINTER PLAN</p> <p>Lucy Timlin, Head of Business Support presented the Group with an update on the Health Board's winter plan.</p> <p>The Group queried where the additional capacity within the plan was going to come from. It was noted that a targeted approach would be taken to ensure staff were placed in the areas of greatest need. Recent work to recruit overseas had been successful and a number of new nurses had commenced in post.</p> <p>In addition to this, consideration was being given to how staff could be used differently to create capacity whilst ensuring safety remained a priority. For example, there is a plan in place for the UHB to fully utilise Health Care Support Workers by placing them in the community to support patients with IVs which will, in turn, create capacity for District Nurses to assist elsewhere.</p> <p>The issue of creating additional beds was raised and it was noted that plans were in place to open 10 beds on the Glanrhyd site although clear criteria needed to be developed to use these for step down.</p> <p>It was noted that there were a number of projects, services and organisations working with the UHB to prevent admission and facilitate safe and appropriate discharge for patients.</p>	
3.1	<p>SRG FORWARD WORK PROGRAMME</p> <p>The Group were advised to forward any items for the Forward Work Programme to Heather Smith by the end of December 2019 to be discussed by the Chair and Vice-chair early in the New Year.</p>	All

AGENDA ITEM 1.4

NO	AGENDA ITEM	ACTION
4.1	ANY OTHER URGENT BUSINESS Future Meetings The Group requested that for those meetings not yet arranged for 2021, could the time be arranged for earlier in the day and if possible could the Group utilise Skype facilities.	HS
4.2	DATE AND TIME OF NEXT MEETING Thursday 13 th February 2019 at 2:30pm UHB Headquarters, Ynysmeurig House, Abercynon	