



**AGENDA**

<b>Meeting:</b>	<b>Meeting of YAS Forum (YF)</b>	
<b>Date/Venue/Time:</b>	<p><b>OPEN TO THE PUBLIC</b>  <b>1600-1800, Thursday 20 July 2017</b></p> <p><b>Yorkshire Ambulance Service NHS Trust Headquarters – Kirkstall and Fountains Meeting Room, Springhill 1, Brindley Way, Wakefield 41 Business Park, Wakefield, WF2 0XQ.</b></p> <p><b>YAS Forum Members Only:</b>  <b>1500-1600 – Networking</b></p>	
<b>Membership:</b>	<p>Kathryn Lavery (KL)</p> <p>Edwina Shachar (ES) Cllr John Batt (JB)</p> <p>Dennis Shaw (DS) Rod Spratley (RS) Simon Pugh (SP)</p> <p>John Cunnington (JC) Vacancy</p> <p>Ash Choudray (AC) Rob Higgle (RH) Stan Hardy (SH) Jessica Shiels (JS) Karamjeet Singh Virdee (KSV) Vacancy</p> <p>Lee Murphy (LM) Simon Talbot (ST) Mark Wright (MW) Olivia Eames (OE)</p> <p>Supt Pat Casserly (PC) To be confirmed Cllr Dave Tucker (DT) Bob Kirkton (BK)</p> <p>To be confirmed</p>	<p><b>Trust Chairman</b></p> <p><b>Public Constituency (North)</b> <b>Lead Forum Member</b></p> <p><b>Public Constituency (South)</b></p> <p><b>Public Constituency (East)</b></p> <p><b>Public Constituency (West)</b></p> <p><b>Staff Constituency (Front-line)</b></p> <p><b>Staff Constituency (Support)</b></p> <p><b>Appointed Members</b>  <b>Police</b>  <b>Leeds and York Partnership NHS FT</b>  <b>East Riding of Yorkshire Council</b>  <b>Director of Strategy &amp; Business</b>  <b>Development, Barnsley Hospital NHS FT</b>  <b>Sheffield City Council</b></p>

<b>Apologies:</b>	Olivia Eames (OE) Bob Kirkton (BK)  Erfana Mahmood (EM) Lee Murphy (LM) Rob Higgie (RH) Edwina Shachar (ES) Simon Talbot (ST) Cllr Dave Tucker (DT) Kez Hayat (KH)	Staff Constituency (Support) Director of Strategy & Business Development, Barnsley Hospital NHS FT Non-Executive Director Staff Constituency (Front-line) Public Constituency (West) Public Constituency (North) Staff Constituency (Front-Line) East Riding of Yorkshire Council Head of Diversity and Inclusion
<b>In Attendance:</b>	Rod Barnes (RB) Anne Allen (AA) Gill Hart (GH)  Ali Richardson (AR) Steve Page (SP)  Joanna Richardson (JR) Jock Crawford (JC)	Chief Executive Trust Secretary Associate Director Communications and Engagement Community Engagement Manager Executive Director of Quality, Risk and Performance Assurance Internal Communications Manager Freedom to Speak Up Guardian
<b>Note Taker:</b>	Ali Richardson (AR)	Community Engagement Manager

No.	Description	Format/ Attachment	Raised by	Timings
1.	<b>Welcome and Introductions</b>	<b>Verbal</b>	<b>KL</b>	<b>1600-1605</b>
2.	<b>Apologies/Declaration of Interests</b>			
3.	<b>To Receive: Notes of the last meeting held 20 April 2017 &amp; Action Log</b>			
4.	<b>Chairman's Report</b>	<b>Verbal</b>	<b>KL</b>	<b>1605-1610</b>
5.	<b>Lead Member's Report</b>	<b>Verbal</b>	<b>JB</b>	<b>1610-1615</b>
6.	<b>Staff Forum Update</b>	<b>Paper</b>	<b>LM</b>	<b>1615-1620</b>
7.	<b>For Discussion: Involvement of Forum Members in Quality Improvement Schemes</b>	<b>Presentation</b>	<b>SP</b>	<b>1620-1640</b>
8.	<b>Break out Session 1:</b>  Following on from the YF Pre-Meet on 13 July 2017, when members met with Anne Allen to discuss the DRAFT Terms of Reference (TOR) in preparation for the YF Meeting on 20 July 2017, break out session 1 will focus on small groups working together to discuss/provide final feedback and;  <b>Approve YAS Forum TOR subject to final feedback</b>	<b>Group discussion</b>	<b>All</b>	<b>1640-1705</b>

9.	<b>Break out Session 2:</b> Working in small groups break out session 2* will focus on discussing: <ul style="list-style-type: none"> <li>• how members will engage with their local communities and feedback views to YAS;</li> <li>• what support members may need from the Trust to do that;</li> <li>• how to measure success; share best practice.</li> </ul>	<b>Group discussion</b>	<b>All</b>	<b>1710-1750</b>
<b>* Please would YF Members identify community engagement opportunities within their local communities, prior to the YF Meeting, to enable meaningful group discussions to take place and the sharing of best practise with colleagues?</b>				
10	<b>Review and Feedback</b>	<b>Verbal</b>	<b>KL</b>	<b>1750-1800</b>
<b>FOR INFORMATION</b>				
11	Register of Declaration of Interests for the Financial Year 2016/17	Paper	AR	-
12	Members' Expenses	Paper	AR	-
13	YAS Forum Meeting Attendance Record	Paper	AR	-
14	Community Engagement Update	Paper	AR	-
15	YAS Working Groups	Paper	AR	-
16	<b>Date, Time, Location of next meeting:          Thursday 23 November, 1600 – 1800          Endeavour Learning and Skills Centre,          Beverley Road, Hull, HU3 1UR</b>		KL	-