



A presentation open to all members of the public will precede the Board of Directors meeting held in Public on 27 March 2018 at Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ : from 0900 to 0930

- **Presentation: Values and Behavioural Framework**
- **Presented by: Christine Brereton, Director of Workforce & Organisational Development and Claus Madsen, Associate Director of Education and Learning**

AGENDA

Meeting:	Board of Directors Meeting in Public		
Date/Venue/Time:	0930-1200 27 March 2018 Kirkstall & Fountains, Springhill 1, Wakefield, WF2 0XQ		
Membership:	Kathryn Lavery (KL)	Chairman	V
	Rod Barnes (RB)	Chief Executive	V
	Mark Bradley (MB)	Executive Director of Finance	V
	Christine Brereton (CB)	Director Workforce and Organisational Development	
	Ronnie Coutts (RC)	Non-Executive Director	V
	Pat Drake (PD)	Deputy Chairman/Non-Executive Director	V
	Tim Gilpin (TG)	Associate Non-Executive Director	
	Richard Keighley (RK)	Non-Executive Director	V
	Erfana Mahmood (EM)	Non-Executive Director	V
	Dr David Macklin (DM)	Executive Director of Operations	V
	Dr Julian Mark (JM)	Executive Medical Director	V
	Leaf Mobbs (LM)	Director Urgent Care & Integration	
	John Nutton (JN)	Non-Executive Director	V
	Steve Page (SP)	Deputy Chief Executive/Executive Director Quality, Governance and Performance Assurance	V
	Phil Storr (PS)	Associate Non-Executive Director	
Apologies:	Dr David Macklin (DM)	Executive Director of Operations	
In Attendance:	Anne Allen (AA)	Trust Secretary	
	Stephen Segasby (SS)	Deputy Director A&E Operations	
	Yvonne Mowlds (YM)	Partner, PWC (Observer)	
Minute Taker:	Joanne Lancaster	Committee Services Manager	

V = Voting Rights

No.	Description	Format/ Attachment	Raised by	Timings
1.	OPENING BUSINESS			
1.1	Apologies/Declaration of Interests: <i>Any Board Member who is aware of a conflict of interest relating to any item on the agenda will be required to disclose it at this stage or when the conflict arises during consideration of the item.</i>	Verbal	KL	0930-0935
1.2	Minutes of the Previous Meeting held on 28 November 2017 including Matters Arising (not on the agenda) and Action Log	Minutes Action Log	KL	
2.	STRATEGY DEVELOPMENT			
	None			
3.	QUALITY, SAFETY & PATIENT EXPERIENCE			
3.1	Patient Story	Presentation	KL	0935-0945
3.2	For Assurance: Care Quality Commission Action Plan Update	Paper	SP	0945-0950
3.3	For Assurance: Bi-Annual Report: Significant Incidents/Lessons Learned	Paper	SP	0950-1005
3.4	For Assurance: Quality Committee – Minutes of the Meeting Held on 14 September and 14 December 2017, and Chair’s Report of the Last Meeting Held on 15 March 2018	Papers / Verbal	PD	1005-1010
4.	WORKFORCE			
4.1	For Assurance: Diversity and Inclusion Update	Paper	CB	1010-1015
4.2	For Assurance: National Paramedic Re-banding Update	Paper	CB	1015-1020
4.3	For Approval: Fit and Proper Persons Policy	Paper	CB	1020-1025
	Break for Refreshments			1025-1035
5.	PERFORMANCE AND FINANCE			
5.1	For Discussion: YAS’ Updated Operating Plan Priorities 2018/19	Paper	RB	1035-1045
5.2	For Assurance: Chief Executive’s Report and Integrated Performance Report	Paper	RB	1045-1130
5.3	For Assurance: Finance & Investment Committee - Minutes of the Meeting Held on 14 September, 16 November and 14 December 2017, and Chair’s Report of the Last Meeting Held on 15 March 2018	Paper/ Verbal	JN	1130-1140
5.4	For Assurance: Audit Committee – Minutes of the Meeting Held on 12 October 2017 and Chair’s Report of the Last Meeting Held on 11 January 2018	Paper/ Verbal	JN	

5.5	For Assurance: Charitable Funds Committee - Minutes of the Meeting Held on 11 August 2017 and Chair's Report of the Last Meeting Held on 23 November 2017	Paper/ Verbal	EM	
6.	RISK MANAGEMENT AND INTERNAL CONTROL			
6.1	For Approval: Trust Secretary's Annual Report 2017/18: 1. Updated Standing Orders Including Scheme of Powers Delegated and Reserved to the Board and Standing Financial Instructions - V2.4; 2. Updated Committee Terms of Reference (all); 3. Registers of Interest: a. Board of Directors b. Staff Band 8d & Above 4. Hospitality Register 5. Members' Expenses 6. Fit & Proper Persons Declaration 7. Review of the Use of the Trust Seal	Paper	AA	1140-1150
6.2	For Approval: Board / Committee Planner 2018/19	Paper	AA	
6.3	For Assurance: Corporate Risk Register and Board Assurance Framework	Paper	SP	1150-1200
7.	CLOSING BUSINESS			
7.1	Key Points Arising from the Meeting	Verbal	KL	1200
7.2	Board Review and Feedback	Verbal	KL	
	To be resolved that the remaining business to be transacted is of a confidential nature and 'that representatives of the press, and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest', Section 1 (subsections 2 & 3), Public Bodies (Admission to Meetings) Act 1960'.			
8.	Date of next meeting - 24 May 2018 Pre-Board Presentation: 0900 – 0930 Board of Directors: 0930 Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ			