



**A presentation open to all members of the public will precede the Board of Directors meeting held in Public on 28 November 2017 at Trust HQ, Kirkstall & Fountains, Springhill 2, Brindley Way, Wakefield, WF2 0XQ : from 0900 to 0930.**

- Presentation: Clinical Update including Research and Development**
- Presented by: Dr Julian Mark and Members of the Senior Clinical Team**

## AGENDA

<b>Meeting:</b>	Board of Directors Meeting in Public	
<b>Date/Venue/Time:</b>	0930-1300 28 November 2017 Trust HQ, Kirkstall & Fountains, Springhill 2, Brindley Way, Wakefield, WF2 0XQ	
<b>Membership:</b>	Kathryn Lavery (KL) Rod Barnes (RB) Mark Bradley (MB) Christine Brereton (CB)  Ronnie Coutts (RC) Pat Drake (PD)  Erfana Mahmood (EM) Dr David Macklin (DM) Dr Julian Mark (JM) John Nutton (JN) Steve Page (SP)  Barrie Senior (BS)	Chairman Chief Executive Executive Director of Finance Director of Workforce and Organisational Development Non-Executive Director Deputy Chairman and Non-Executive Director Non-Executive Director Executive Director of Operations Executive Medical Director Non-Executive Director Executive Director of Quality, Governance and Performance Assurance Non-Executive Director
<b>Apologies:</b>	Dr David Macklin (DM)	Executive Director of Operations
<b>In Attendance:</b>	Anne Allen (AA) Mandy Exley (ME) Tim Gilpin (TG) Leaf Mobbs (LM) Phil Storr (PS) Jock Crawford (JC) Stephen Segasby (SS) Perry Duke (PDu)	Trust Secretary Insight Programme (Observer) Associate Non-Executive Director Director of Integration & Urgent Care Associate Non-Executive Director Freedom to Speak Up Guardian (4.1) Deputy Director of Operations Head of Financial Services (Item 7.1)
<b>Minute Taker:</b>	Joanne Lancaster	Committee Services Manager

No.	Description	Format/ Attachment	Raised by	Timings
<b>1.</b>	<b>OPENING BUSINESS</b>			
1.1	<b>Apologies/Declaration of Interests:</b> <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	<b>Minutes of the Previous Meeting</b> held on 31 August 2017 including Matters Arising (not on the agenda) and Action Log	Minutes Action Log	KL	
<b>2.</b>	<b>STRATEGY DEVELOPMENT</b>			
2.1	For Approval: Fit and Proper Persons Policy	Paper	CB	0935-0940
2.2	For Assurance: Quality Improvement Update Including Patient Experience	Paper	SP	0940-0955
<b>3.</b>	<b>QUALITY, SAFETY &amp; PATIENT EXPERIENCE</b>			
3.1	Bishop James Jones' review of the Hillsborough families' experiences, Home Office Publication, 2 November 2017	Verbal	KL/SP	0955-1005
3.2	Patient Story	Video	KL	1005-1015
3.3	For Assurance: Care Quality Commission Action Plan Update	Paper	SP	1015-1025
3.4	For Assurance: Quality Committee Chair's Report of the Last Meeting Held on 14 September 2017	Verbal	PD	1025-1030
<b>4.</b>	<b>WORKFORCE</b>			
4.1	For Assurance: Freedom to Speak Up – Six Monthly Review	Paper	SP/JC	1030-1045
4.2	For Assurance: National Holiday Pay Update	Verbal	CB/SH	1045-1050
	<b>Break for Refreshments</b>			<b>1050-1100</b>
<b>5.</b>	<b>PERFORMANCE AND FINANCE</b>			
5.1	For Assurance: Chief Executive's Report and Integrated Performance Report	Paper	RB	1100-1150
5.2	For Assurance: Finance & Investment Committee Chair's Report of the Meetings Held on 14 September 2017 & 16 November 2017	Verbal	JN	1150-1200
5.3	For Assurance: Audit Committee Minutes from the 13 July and Chair's Report of the Last Meeting Held on 6 November 2017	Paper/ Verbal	BS	
5.4	For Assurance: Charitable Funds Committee - Chair's Report of the Last Meeting Held on 11 August 2017	Verbal	EM	

5.5	For Assurance: Northern Ambulance Alliance Board – Chief Executive’s Report of the Last Meeting Held on 21 November 17	Verbal	RB	1200-1210
<b>6.</b>	<b>RISK MANAGEMENT AND INTERNAL CONTROL</b>			
6.1	For Approval: Resilience & Special Operations Half Yearly Report	Paper	JM/SS	1210-1215
6.2	For Approval: Statement of Compliance for Emergency Preparedness Response and Recovery	Paper	JM	1215-1220
6.3	For Assurance: Corporate Risk Register and Board Assurance Framework	Paper	SP	1220-1235
<b>7.</b>	<b>MEETING OF THE CHARITABLE TRUSTEES</b>			
7.1	For Approval: YAS’ Charitable Funds Annual Accounts and Trustee Annual Report	Paper	EM/MB/ PDu	1235-1250
<b>8.</b>	<b>CLOSING BUSINESS</b>			
8.1	Key Points Arising from the Meeting	Verbal	KL	1250-1255
8.2	Board Review and Feedback	Verbal	KL	1255-1300
	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'.			
<b>9.</b>	<b>Date of next meeting: 27 February 2018</b> Pre-Board Presentation: 0900-0930 Board of Directors: 0930-1300 Trust HQ, Kirkstall & Fountains, Springhill 2, Brindley Way, Wakefield, WF2 0XQ			