



**AGENDA**

<b>Meeting:</b>	Extraordinary Trust Board Meeting in Public: to Receive the Trust's Non-Financial Annual Reports: 2013/14	
<b>Date/Venue/Times</b>	1115-1300 2 September 2014 Kirkstall and Fountains, Springhill 1, WF2 0XQ	
<b>Membership:</b>	Della Cannings (DC) Pat Drake (PD)  Dr Elaine Bond (EB) Erfana Mahmood (EM) Barrie Senior (BS) Mary Wareing (MW) David Whiting (DW) Rod Barnes (RB)  Ian Brandwood (IB)  Dr Julian Mark (JM) Steve Page (SP)	Chairman Deputy Chairman and Non-Executive Director Non-Executive Director Non-Executive Director Non-Executive Director Non-Executive Director Chief Executive Officer Deputy Chief Executive and Executive Director of Finance & Performance Executive Director of People & Engagement Executive Medical Director Executive Director of Standards & Compliance
<b>Apologies</b>	Barrie Senior (BS)	Non-Executive Director
<b>In Attendance:</b>	Anne Allen (AA) John Nutton Karen Warner	Trust Secretary Non-Executive Director (Designate) Associate Director of Quality and Nursing ( <i>for Item 4.</i> )
<b>Minute Taker:</b>	Jo Kane (JK)	Executive PA to Chairman & NEDs

No.	Description	Format/ Attachment	Raised by	Timings
1.	<b>Questions from the Public</b>		DC	
2.	<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	DC	1115-1130

3.	<p><b>Minutes of the Meeting</b> held on 22July 2014 including Matters Arising (not on the agenda) and Action Log:</p> <p>None</p>	Papers	DC	
4.	<p>For Approval: Risk and Clinical Quality Annual Report including:</p> <ul style="list-style-type: none"> <li>• Risk Management;</li> <li>• Information Governance;</li> <li>• Health and Safety;</li> <li>• Security;</li> <li>• Patient Safety;</li> <li>• Medicine Management;</li> <li>• Clinical Effectiveness;</li> <li>• Patient Experience;</li> <li>• Infection Prevention and Control;</li> <li>• Safeguarding;</li> <li>• Legal including Hillsborough Inquests &amp; Claims.</li> </ul>	Presentation / Paper	SP / KW	1130-1300
5.	<p><b>Date and location of Annual General Meeting and next meeting:</b> 30 September 2014 at Thackray Medical Museum, Beckett Street, Leeds, LS9 7LN</p>			