



A presentation open to all members of the public will precede the Board of Directors meeting held in Public on 30 August 2018 at Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ : from 0900 to 0930

- Presentation: Update on Quality Improvement**
- Presented by: Amy Ingham, Craig Reynolds & Gareth Sharkey, Quality Improvement Fellows**

AGENDA		
Meeting:	Board of Directors Meeting in Public	
Date/Venue/Time:	0930 - 1330 30 August 2018 Kirkstall & Fountains, Springhill 1, Wakefield, WF2 0XQ	
Membership:	Kathryn Lavery (KL) Rod Barnes (RB) Mark Bradley (MB) Christine Brereton (CB) Ronnie Coutts (RC) Tim Gilpin (TG) Richard Keighley (RK) Dr Julian Mark (JM) Leaf Mobbs (LM) John Nutton (JN) Steve Page (SP) Phil Storr (PS)	Chairman Chief Executive Executive Director of Finance Director Workforce and Organisational Development Non-Executive Director Non-Executive Director Non-Executive Director Executive Medical Director Director Urgent Care & Integration Non-Executive Director Deputy Chief Executive/Executive Director Quality, Governance and Performance Assurance Deputy Chairman/Non-Executive Director
Apologies:	Leaf Mobbs (LM) Ronnie Coutts (RC)	Director Urgent Care & Integration Non-Executive Director
In Attendance:	Anne Allen (AA) Ian Ferguson (IF) Catherine Bange (CB) Ruby Bhatti (RB)	Trust Secretary Interim Director of Operations Regional General Manager (for LM) Insight Programme (Observer)
Minute Taker:	Joanne Lancaster	Committee Services Manager

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 24 May 2018 including Matters Arising (not on the agenda) and Action Log	Minutes Action Log	KL	
2.	STRATEGY DEVELOPMENT			
2.1	For Assurance: Workforce and Organisational Development Draft Strategy	Paper/ Presentation	CB	0935-0950
2.2	For Assurance: Operating Plan 2018/19	Paper	RB	0950-0955
2.3	For Assurance: Freedom to Speak Up Trust Self-Assessment	Paper	SP	0955-1000
3.	PERFORMANCE AND FINANCE			
3.1	For Assurance: Chief Executive’s Report and Integrated Performance Report	Paper	RB	1000-1055
3.2	For Assurance: Service Transformation Programme Update	Paper	SP	1055-1105
3.3	For Assurance: Finance & Investment Committee – Minutes of the Meeting Held on 15 March 2018 and Chair’s Report of the Last Meeting Held on 7 June 2018	Paper/ Verbal	JN	1105-1110
3.4	For Assurance: Audit Committee – Minutes of the Meeting Held on 10 April 2018 and 24 May 2018 and Chair’s Report of the Last Meeting Held on 10 July 2018	Paper/ Verbal	RK	
3.6	For Assurance: Northern Ambulance Alliance Update	Verbal	RB	1110-1115
4.	QUALITY, SAFETY & PATIENT EXPERIENCE			
4.1	Patient Story	Presentation	KL	1115-1125
4.2	For Assurance: Bi-Annual Report: Significant Incidents/Lessons Learned Six-Monthly Review	Paper	SP	1125-1135
4.3	For Assurance: Quality Committee – Minutes of the Meeting Held on 15 March 2018 and Chair’s Report of the Last Meeting Held on 7 June 2018	Paper/ Verbal	PS	1135-1140
	Break for Refreshments			1140-1150

5.	WORKFORCE			
5.1	For Approval: Health and Wellbeing Plan	Paper	CB	1150-1205
5.2	For Approval: NHS Staff Survey 2017/18 Results and Action Plan	Paper	CB	1205-1225
5.3	For Approval: Modern Slavery Act - Updated Trust Statement	Paper	CB	1225-1230
5.4	For Assurance: Update - 'Living our Values'	Paper	CB	1230-1235
5.5	For Assurance: National Paramedic Re-banding Implementation Quarterly Update	Paper	CB	1235-1240
5.6	For Assurance: Workforce and Diversity Profile Six-Monthly Update	Paper	CB	1240-1250
5.7	For Assurance: Workforce Race Equality Plan 2018	Paper	CB	1250-1305
6.	RISK MANAGEMENT AND INTERNAL CONTROL			
6.1	For Approval: Responsible Medical Officer Annual Report 2017/18	Paper	JM	1305-1310
6.2	For Assurance: Board Assurance Framework	Paper	SP	1310-1320
7.	MEETING AS THE CHARITABLE TRUSTEE			
7.1	For Assurance: Charitable Funds Quarterly Financial Update	Paper	MB	1320-1327
7.2	For Assurance: Charitable Funds Committee - Minutes of the Meeting Held on 17 April 2018 and Former Chair's Report of the Last Meeting Held on 17 August 2018:	Paper	TG	
	i. Key Points: Meeting of 17 Aug 2018 ii. YAS Charity Concept	Papers	(RC)	
8.	CLOSING BUSINESS			
8.1	Key Points Arising from the Meeting	Verbal	KL	1327-1330
8.2	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 – Annual General Meeting 27 September 2018 Presentation: 1000 – 1030 AGM 1030 - 1215 Board of Directors Meeting in Public 29 November 2018 Pre-Board Presentation: 0900 – 0930 Board of Directors: 0930 Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ			