



A presentation open to all members of the public will precede the Board of Directors meeting held in Public on 29 November 2018 at Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ : from 0900 to 0930

- **Presentation: Research and Development Update**
- **Presented by: Jane Shewan, Head of Research and Development**

AGENDA		
Meeting:	Board of Directors Meeting in Public	
Date/Venue/Time:	0930 – 1315 Thursday, 29 November 2018 Kirkstall & Fountains, Springhill 1, Wakefield, WF2 0XQ	
Membership:	Kathryn Lavery (KL) Rod Barnes (RB) Mark Bradley (MB) Christine Brereton (CB) Tim Gilpin (TG) Richard Keighley (RK) Dr Julian Mark (JM) Leaf Mobbs (LM) John Nutton (JN) Steve Page (SP) Nick Smith (NS) Phil Storr (PS)	Chairman Chief Executive Executive Director of Finance Director Workforce and Organisational Development 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 Executive Director of Operations Deputy Chairman/Non-Executive Director
Apologies:	Anne Allen (AA)	Trust Secretary
In Attendance:	Matt Sandford (MS) Jock Crawford (JC)	Associate Director Business Development (Item 2.1) Freedom to Speak Up Guardian (Item 4.3)
Minute Taker:	Joanne Lancaster	Committee Services Manager

No.	Description	Format/ Attachment	Raised by	Timings
	Pre-Board Presentation: Research and Development Update (Jane Shewan (JS), Head of Research and Development)	Presentation	JS	0900-0930
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	0930-0940
1.2	Minutes of the Previous Meeting held on 30 August 2018 including Matters Arising (not on the agenda) and Action Log	Minutes Action Log	KL	
2.	STRATEGY DEVELOPMENT			
2.1	Corporate Strategy Update (including NHS Long Term Plan)	Presentation	RB/MS	0940-1000
2.2	For Approval: People Strategy – Final Plan	Paper	CB	1000-1010
3.	PERFORMANCE AND FINANCE			
3.1	For Assurance: Chief Executive’s Mid-Year Review	Presentation	RB	1010-1025
3.2	For Assurance: Chief Executive’s Report and Integrated Performance Report	Paper	RB	1025-1115
3.3	For Assurance: Finance & Investment Committee – Minutes of the Meeting Held on 7 June 2018 and Chair’s Report of the Last Meeting Held on 6 September 2018	Minutes/ Verbal	JN	1115-1120
3.4	For Assurance: Audit Committee Chair’s Report of the Last Meeting Held 10 July 2018	Verbal	RK	1120-1125
3.5	For Assurance: Northern Ambulance Alliance Update	Verbal	RB	1125-1130
	BREAK FOR REFRESHMENTS			1130-1140
4.	QUALITY, SAFETY & PATIENT EXPERIENCE			
4.1	Patient Story	Presentation	KL	1140-1150
4.2	For Approval: Emergency Preparedness, Resilience and Response Compliance	Statement	JM/NS	1150-1155
4.3	For Assurance: Freedom to Speak Up Report Six-Monthly Review	Paper	SP/JC	1155-1210
4.4	For Assurance: Quality Committee – Minutes of the Meeting Held on 7 June 2018 and Chair’s Report of the Last Meeting Held	Minutes/ Verbal	PS	1210-1215

	on 6 September 2018			
5.	WORKFORCE			
5.1	For Assurance: National Paramedic Re-banding Implementation Quarterly Update	Paper	CB	1215-1225
6.	RISK MANAGEMENT AND INTERNAL CONTROL			
6.1	For Assurance: Corporate Risk Register and Board Assurance Framework Report	Paper	SP	1225-1240
6.2	Confirmation of NED roles including: <ul style="list-style-type: none"> • Appointment of Senior Independent Director (SID) • Freedom to Speak Up Non-Executive Director 	Verbal	KL	1240-1245
6.3	Memorandum of Understanding – West Yorkshire and Harrogate Integrated Care System	Paper	RB	1245-1250
7.	MEETING AS THE CHARITABLE TRUSTEE			
7.1	For Assurance: Charitable Funds Committee – Chair’s Report of the Meeting Held on 17 August 2018	Verbal	TG	1250-1310
7.2	Charitable Funds Annual Report	Paper	MB	
7.3	Charitable Funds Quarterly Financial Update	Paper	MB	
8.	CLOSING BUSINESS			
8.1	Key Points Arising from the Meeting	Verbal	KL	1310-1315
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'.			
9.	Date of next meeting – 28 March 2019 Pre-Board Presentation: 0900 – 0930 Board of Directors: 0930 Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ			