



A presentation open to all members of the public will precede the Board of Directors meeting held in Public on 28 March 2019 at Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ : from 0900 to 0920

- Presentation: 1000 Days of Critical Care**
- Presented by: Julian Mark, Executive Medical Director & Andy Poutney, Medical Governance Lead**

AGENDA																												
Meeting:	Board of Directors Meeting in Public																											
Date/Venue/Time:	0920 – 1230 28 March 2019 Kirkstall & Fountains, Springhill 1, Wakefield, WF2 0XQ																											
Membership:	<table border="0"> <tr> <td>Kathryn Lavery (KL)</td> <td>Chairman</td> </tr> <tr> <td>Rod Barnes (RB)</td> <td>Chief Executive</td> </tr> <tr> <td>Mark Bradley (MB)</td> <td>Executive Director of Finance</td> </tr> <tr> <td>Christine Brereton (CB)</td> <td>Director Workforce and Organisational Development</td> </tr> <tr> <td>Anne Cooper (AC)</td> <td>Non-Executive Director</td> </tr> <tr> <td>Tim Gilpin (TG)</td> <td>Non-Executive Director</td> </tr> <tr> <td>Stan Hardy (SH)</td> <td>Non-Executive Director</td> </tr> <tr> <td>Dr Julian Mark (JM)</td> <td>Executive Medical Director</td> </tr> <tr> <td>Vacant</td> <td>Director Urgent Care & Integration</td> </tr> <tr> <td>John Nutton (JN)</td> <td>Non-Executive Director</td> </tr> <tr> <td>Steve Page (SP)</td> <td>Deputy Chief Executive/Executive Director Quality, Governance and Performance Assurance</td> </tr> <tr> <td>Jeremy Pease (JP)</td> <td>Non-Executive Director</td> </tr> <tr> <td>Nick Smith (NS)</td> <td>Executive Director of Operations</td> </tr> </table>		Kathryn Lavery (KL)	Chairman	Rod Barnes (RB)	Chief Executive	Mark Bradley (MB)	Executive Director of Finance	Christine Brereton (CB)	Director Workforce and Organisational Development	Anne Cooper (AC)	Non-Executive Director	Tim Gilpin (TG)	Non-Executive Director	Stan Hardy (SH)	Non-Executive Director	Dr Julian Mark (JM)	Executive Medical Director	Vacant	Director Urgent Care & Integration	John Nutton (JN)	Non-Executive Director	Steve Page (SP)	Deputy Chief Executive/Executive Director Quality, Governance and Performance Assurance	Jeremy Pease (JP)	Non-Executive Director	Nick Smith (NS)	Executive Director of Operations
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Apologies:	Phil Storr (PS)	Associate Non-Executive Director																										
In Attendance:	Matt Sandford (MS)	Associate Director of Business Development (for Item 3.3)																										
	Ruth Irving (RI)	Insight Programme (Observer)																										
Minute Taker:	Joanne Lancaster	Executive Coordinator																										

No.	Description	Format/ Attachment	Raised by	Timings
	Pre Board Presentation: 1000 Days of	Presentation	JM/AP	0900-0920

	Critical Care			
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	0920-0930
1.2	Minutes of the Previous Meeting held on 29 November 2018 including Matters Arising (not on the agenda) and Action Log	Minutes Action Log	KL	
2.	STRATEGY DEVELOPMENT			
	No items for discussion.			
3.	PERFORMANCE AND FINANCE			
3.1	For Assurance: Chief Executive's Report and Integrated Performance Report	Paper	RB	0930-1015
3.2	For Assurance: Service Transformation Programme Update	Paper	SP	1015-1025
3.3	For Assurance: Operating Plan 2019/20 Update	Presentation	MS	1025-1035
3.4	For Assurance: Finance & Investment Committee – Minutes of the Meeting Held on 13 December 2018 and Chair's Report of the Last Meeting Held on 14 March 2019	Paper/ Verbal	JN	1035-1040
3.5	For Assurance: Audit Committee – Minutes of the Meeting Held on 30 November 2018 and Chair's Report of the Last Meeting Held on 17 January 2019	Paper/ Verbal	JN	1040-1045
3.6	For Assurance: Charitable Funds Committee – Minutes of the Meeting Held on 17 August 2018 and Chair's Report of the Last Meeting Held on 19 February 2019	Paper/ Verbal	TG	1045-1050
3.7	For Assurance: Northern Ambulance Alliance Update	Paper	RB	1050-1055
	BREAK FOR REFRESHMENTS			1055-1105
4.	QUALITY, SAFETY & PATIENT EXPERIENCE			
4.1	Patient Story	Presentation	KL	1105-1115
4.2	Quality Account Draft Priorities	Paper	SP	1115-1120
4.3	For Assurance: Bi-Annual Report: Significant Incidents/Lessons Learned Six-Monthly Review	Paper	SP	1120-1135
4.4	For Assurance: Care Quality Commission Update	Verbal	SP	1135-1140

4.5	For Assurance: Quality Committee – Minutes of the Meeting Held on 13 December 2018 and Chair’s Report of the Last Meeting Held on 14 March 2019	Paper/ Verbal	TG	1140-1145
5.	WORKFORCE			
5.1	NHS Staff Survey Results Update	Paper	CB	1145-1155
5.2	Gender Pay Gap	Paper	CB	1155-1205
5.3	For Approval: <ul style="list-style-type: none"> • Deputy Chairman • Appointment of the Senior Independent Non-Executive Director 	Verbal	KL	1205-1210
6.	RISK MANAGEMENT AND INTERNAL CONTROL			
6.1	For Approval: Trust Secretary’s Annual Report 2018/19: <ol style="list-style-type: none"> 1. Updated Committee Terms of Reference: <ul style="list-style-type: none"> ○ Audit Committee ○ Auditor Panel ○ Finance and Investment Committee ○ Quality Committee ○ Remuneration Committee 2. Registers of Interest: <ol style="list-style-type: none"> a. Board of Directors b. Staff Band 8d & Above 3. Hospitality Register 4. Members’ Expenses 5. Fit & Proper Persons Declaration 6. Review of the Use of the Trust Seal 	Paper	RB	1210-1215
6.2	For Assurance: Corporate Risk Register and Board Assurance Framework Report	Paper	SP	1215-1225
7.	CLOSING BUSINESS			
7.1	Key Points Arising from the Meeting, Review and Feedback	Verbal	KL	1225-1230
	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 – 23 May 2019 Pre-Board Presentation: 0900 – 0930 Board of Directors: 0930 Trust HQ, Kirkstall & Fountains, Springhill 1, Brindley Way, Wakefield, WF2 0XQ			

