

EAST OF ENGLAND AMBULANCE TRUST SERVICE NHS TRUST

**MEETING OF THE TRUST BOARD HELD IN PUBLIC**

Wednesday 24<sup>th</sup> January 2007, 9.30am  
Bio Skills Seminar Room, Broomfield Hospital, Chelmsford, Essex

**AGENDA**

ITEM NUMBER	ITEM	PRESENTED BY	TIMINGS
1.	<b>Apologies</b>	Maria Ball	0930-0935
2.	<b>Chair's Announcements</b>	Maria Ball	0935-0940
3.	<b>Minutes of the Last Meeting Held on 22<sup>nd</sup> November 2006</b> <i>To approve as a correct record.</i>	Maria Ball	0940-0945
4.	<b>Matters Arising from the Meeting Held on 22<sup>nd</sup> November 2006</b>		
4.1	Outstanding Debtors	A Bennett	0945– 0950
4.2	ESSA Risk Sharing Arrangements	A Bennett	0950-0955
4.3	NHS Direct	C Carney	0955- 1000
5.	<b>Business Items Agreed at Board Workshops held on 21<sup>st</sup> December 2006</b>		1000-1005
6.	<b>Chief Executive Announcements</b>		1005-1010
7.	<b>Patient and Public Forum Work Programme</b> <i>To receive report - attached</i>	M Taylor	1010-1020
8.	<b>Performance Reports</b>		
8.1	Finance and Information Technology <i>To receive report – attached</i>	Anna Bennett	1020-1035
8.2	Performance Management <i>To receive report - attached</i>	Oskan Edwardson	1035-1050
8.3	Clinical Performance <i>To receive report - attached</i>	John Scott	1050-1105
8.4	Human Resources and Workforce <i>To receive report - attached</i>	Seamus Elliott	1105-1120
8.5	Complaints, PALS and Appreciation <i>To receive report – to follow</i>	Anna Bennett	1120-1135
8.6	Service Development <i>To receive report – to follow</i>	Adrian Matthews	1135-1150

<b>9.</b>	<b>General Management Reports</b>		
9.1	<b>Commissioning for 2007/8</b> To note Operating Framework - <i>attached</i> To note East of England commissioning Framework and timetable - <i>attached</i>	Anna Bennett Anna Bennett	1150- 1205
9.2	<b>Final Accounts, ISA 260 Reports, Annual Reports and Letter of Representation First Quarter 2006/7</b> Bedfordshire and Hertfordshire – <i>attached</i> ISA 260 to follow East Anglia- <i>attached</i> ISA 260 to follow Essex- <i>attached</i> ISA 260 to follow	Anna Bennett	1205-1225
9.3	<b>Final Accounts and Letter of Representation for Charitable Funds</b> Essex – <i>attached</i>	A Bennett	1225-1230
<b>10.</b>	<b>Risk Management Strategy</b> To approve - <i>attached</i>	A Bennett	1230-1240
<b>11.</b>	<b>Organisational Development Strategy</b> To approve – <i>attached</i>	S Elliott	1240-1245
<b>12.</b>	<b>Peterborough Ambulance Station Full Business Case</b> To approve – <i>to follow</i>	A Bennett	1245-1255
<b>13.</b>	<b>Sub-Committee Reports</b>		
13.1	Feedback from Audit Committee held on 11 <sup>th</sup> January 2007	Paul Remington	1255-1300
13.2	Notes of Integrated Governance held on 22 <sup>nd</sup> November 2006 – <i>attached</i>	Paula Grayson	1300-1305
13.3	Integrated Governance Terms of Reference - <i>attached</i>	Paula Grayson	1305-1310
13.4	Feedback from Integrated Governance Committee held on 17 <sup>th</sup> January 2007	Paula Grayson	1310-1315
<b>14.</b>	<b>Any Other Business</b>		
<b>15.</b>	<b>Date of the Next Meeting</b> The next Trust Board meeting to held in public will be on 28 <sup>th</sup> March 2007 at 10:00 am at Norwich.	Maria Ball	