

Children & TYA ODN Executive Board Meeting and Time Out Session
Friday 20th September 2024, 09:00 – 13:00
The Boardroom, Yorkshire Sculpture Park, West Bretton, Wakefield, WF4 4LG

| TIME | ITEM |
|---------------|-------------------------|
| 8:50 – 09:10 | Welcome and Tea/coffee |
| 09:10 – 10:00 | Executive Board Meeting |

1. Apologies
2. Introduction from new Chair, Ruth Brown
3. Declaration of Conflicts of Interest
4. Minutes from previous Executive Board Meeting
5. ODN Governance
 - a. *MOU sign-off and Attendance Tracker*
 - b. *Review/update of Terms of Reference and Memorandum of Understanding*
 - c. *Review of ODN Board representation*
6. Matters Arising
 - a. *Mutual Aid update*
7. Risks
8. AOB
 - a. *Education Day 2025*
 - b. *Website*
 - c. *Dashboard & Data Collection*



10:00 – 12:00 Time Out Session

10:30 Tea, Coffee and Pastries to arrive

1. Discussion around structure and functionality of the ODN
 - a. *ODN vision/mission/aims*
 - b. *Where are we now – love & nuts*
 - c. *Clarity around roles and responsibilities with a focus on the new Network Lead Nurse*
 - d. *Decision making*
 - e. *Communication*
 - f. *Responding to feedback (Education Day 2023)*

12:00 - 13:00 Review of Education Day Agenda (for all who are available)
