

THURSDAY 30 JULY 2020 AT 2.30 p.m.
Via Microsoft Teams
PUBLIC BOARD
AGENDA

Covid-19 Update - In light of the Government restrictions to groups of people meeting, this meeting will take place virtually and therefore will not be open to members of the public at this time.

The agenda and papers are made available on our website and in due course the minutes of this meeting will be published

All items listed (Blue Box), in blue text, are to be received for information/assurance and no discussion time has been allocated within the agenda

There will be no discussion for items with red shading (except by escalation)

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	1	Welcome and Introductions Andy Williams, Associate Director of Digital	Information	Linda Pollard	-
	2	Apologies for Absence Paul Jones, Chief Digital and Information Officer	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.30	4	Patient Experience <i>Maternity Experience during Covid-19</i>	Information	Lisa Grant	Presentation
	5	Draft Minutes of the Last Meetings 21 May 2020	Approval	Linda Pollard	5
	6	Matters Arising 21 May 2020 <i>No items</i>	-	-	-
	7	Review of Action Tracker	Governance	Linda Pollard	7
2.45	8	Chair's Report <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.40	9	Chief Executive's Report (Endorse consultant appointments)	Receive & Approve	Julian Hartley	9
	10	Minutes of meetings			
	10.1(i)	Audit Committee Chairs Report 20 May & 24 June 2020	Assurance	Suzanne Clark	10.1(i)
	10.1(ii)	Audit Letter	Assurance	Simon Worthington	10.1(ii)
	10.2(i)	Workforce Committee Chairs Report 13 May & 22 July 2020	Assurance	Mark Chamberlain, Tom Kenney	To Follow
3.00	10.2(ii)	Freedom to Speak Up Self-Assessment	Information & Assurance	Julian Hartley, Mark Chamberlain, Tom Kenney, Joe Cohen	10.2(ii)
	10.3(i)	Quality Committee Chairs Report 2 July 2020	Assurance	Moira Livingston	10.3(i)
	10.3(ii)	Seven Day Service Standards	Assurance	Dr Phil Wood	10.3(ii)
	10.3(iii)	Infection Prevention and Control Board Assurance Framework	Assurance	Lisa Grant	10.3(iii)
3.05	10.3(iv)	Virtual Leadership Walkround Pilot	Approval	Lisa Grant	10.3(iv)
	10.4	DIT Committee Chairs Report 3 July 2020	Assurance	Jas Narang	10.4
	10.5	Research & Innovation Committee Chairs Report 23 June 2020 Appendix - pdf R&I Strategy	Assurance	Dr Phil Wood	10.5
	10.6	Remuneration Committee 21 May 2020 Summary Notes	Information	Linda Pollard	10.6
	11	Risk			
3.10	11.1	Corporate Risk Register	Assurance	Julian Hartley	11.1
	12	Quality and Performance			

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
3.15	12.1(i)	Integrated Quality & Performance Report	Assurance	Executive Team	12.1(i)
3.45	12.2(i)	Nursing & Midwifery Quality & Safety Staffing Report (Appendix for full annual report)	Assurance	Lisa Grant	12.2(i)
	12.2(ii)	Supplementary Information Quality & Safety Staffing Report	Assurance	Lisa Grant	12.2(ii)
3.50 Comfort Break					
4.00	12.3	BAME and Freedom to Speak Up (15 mins presentation, 10 mins Q&As)	Assurance	Jenny Lewis	Presentation
4.25	12.4	Patient & Public Involvement Annual Update	Assurance	Lisa Grant, Kyrstina Kozlowska	12.4
4.30	12.5	Complaints Yearend Report	Assurance	Lisa Grant	12.5
	13	Strategy and Planning			
4.35	13.1(i)	Building the Leeds	Update	Simon Worthington	13.1(i)
4.40	13.1(ii)	Maternity and Neonates Consultation https://www.leedsccg.nhs.uk/meetings/governing/wednesday-22-july-2020/	Update	Jane Westmoreland	13.1(ii)
4.45	13.2	Caring the Leeds Way - Strategy (10 mins pres, 5 mins Q&As)	Update	Lisa Grant	Presentation
	14	Governance and Regulation			
5.00	14.1	Board Insurance Cover - Annual Update	Assurance	Jo Bray	14.1
5.02	14.2	Minor Amendments to Standing Orders, Standing Financial Instructions and Scheme of Delegation	Approval	Jo Bray	14.2
	15	Items for Information			
-	15.1	Forward Planner (Noting dates set for 2021/22) And deferred reports	Information	Linda Pollard	15.1
	16	Standing Agenda Items			

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
5.05		Corporate Risk Register <i>Consideration of any issues to escalate</i>	Discussion	Linda Pollard	-
		Legal Advice <i>Consideration of any issues from the meeting</i>			
		CQC or NHS England/ Improvement <i>Any issues to be reported</i>			
	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
5.10	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	Date of Next Meeting			
The next formal Board meeting will take place on Thursday 24 September 2020 Gledhow Seminar Rooms, SJUH					

Additional information (Blue Box)		
10.3(ii)	Quality Assurance Committee Seven Day Service Assurance	Dr Phil Wood
10.3(iii)	Infection Prevention and Control Board Assurance Framework	Lisa Grant
10.5	Appendix - pdf R&I Strategy	Dr Phil Wood
12.2(ii)	Supplementary Information Quality & Safety Staffing Report	Lisa Grant
15.1	Forward Planner	Linda Pollard

The Trust Board will hold a private workshop during the morning of the day of Board meetings, in keeping with (Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960), press and other members of the public are excluded from this meeting, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.

Board meetings of Leeds Teaching Hospitals NHS Trust are public meetings held in public. Any member of the public can raise questions regarding the content of the Board meeting. However questions need to be submitted at least three days prior to the meeting, in writing. To: Jo Bray, Company Secretary, Leeds Teaching Hospitals NHS Trust, Trust Headquarters, St James's University Hospital, Beckett Street, Leeds, LS9 7TF, or by email to: jo.bray@nhs.net