

THURSDAY 25 MAY 2023 AT 2.00pm
PUBLIC BOARD
AGENDA
Hybrid Meeting (MS Teams option available for presenters)
Boardroom (7.04), 7th Floor, Worsley Building, LGI Site

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

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.00	1	Apologies for Absence:	Information	Linda Pollard	-
	2	Welcome and Introductions: Joanne Koroma, Associate Non-Executive Director, Esther Wakeman, CEO Leeds Hospitals Charity Joining via Teams: Craig Richardson, Director of Estates & Facilities	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.05	4	Patient Story Staff Story - Women's CSU participating in the Scope for Growth Career Conversations pilot https://youtu.be/Wluc6CRJVaw	Information	Jenny Lewis	Verbal
		<i>Our patient stories aim to provide insight to the care received by our patients and their families. It's important that our Board understand both positive and negative feedback for learning. We are grateful to those who take time record and share their experiences, which are also used in undergraduate training.</i>			
2.15	5	Draft Minutes of the Last Meeting 30 March 2023	Approval	Linda Pollard	5
	6	Matters Arising <i>No items</i>	-	-	-
	7	Review of Action Tracker	Governance	Linda Pollard	7
2.20	8.1	Chair's Report <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8.1

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.25	9.1	Chief Executive's Report <i>(Endorse consultant appointments)</i>	Receive & Approve	Prof Phil Wood	9.1
	10	Risk			
2.35	10.1	Current Operational Pressures	Information	Prof Phil Wood	Verbal
2.45 -	10.2 10.3	Corporate Risk Register Health & Safety Annual Report received at Risk Management Committee	Assurance Information Assurance	Prof Phil Wood Prof Phil Wood	10.2 10.3
-	-	Board Assurance Framework <i>(NB deferred to July to re-align with revised five long term goals)</i>	-	-	-
	11	Assurance from Committees			
2.55	11.1(i)	Quality Assurance Committee Chairs Report 23 February 2023	Assurance	Laura Stroud Hamish McLure Helen Christodoulides	11.1(i)
	11.1(ii)	Q Learning from Deaths Report	Assurance	Hamish McLure	11.1(ii)
3.00 3.05	11.2(i) 11.2(ii)	Workforce Committee Chairs Report 17 May 2023 Violence & Aggression Six Month Summary Update Report	Assurance Information Assurance	Amanda Stainton Jenny Lewis Craig Richardson	<i>To follow</i> 11.2(ii)
	11.2(iii)	Appendix Full Committee Report: Violence & Aggression Six Month Update Report	Information Assurance	Peter Aldridge	11.2(iii)
	11.2(iv)	Leeds Health and Care Academy Annual Report	Information Assurance	Jenny Lewis	11.2 (iv)
3.10	11.3(i) 11.3(ii)	Finance & Performance Committee Chairs Report April 2023 Verbal Summary Update from the Meeting held 24 May 2023	Assurance Assurance	Gillian Taylor Clare Smith Simon Worthington	11.3(i) Verbal
3.15	11.4(i) 11.4(ii)	Audit Committee Chairs Report 4 May 2023 Audit Committee Chairs Annual Report	Assurance Assurance	Suzanne Clark Suzanne Clark	11.4(i) 11.4(ii)
	11.4(iii)	Collation of Committee Objectives	Information Assurance	All Committee Chairs	11.4(iii)
		The Board are asked to approve the Work Plans for 2023/24, the Committee Objectives and any amendments to Terms of References as cited in the Annual Reports The Audit Committee received, reviewed and were assured of the Committee Chairs Annual reports (NB. Agenda Items carried over from Audit Committee) included in the			

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
		Blue Box; 7.1b Quality Assurance Committee, 7.1c Finance & Performance Committee, 7.1d Workforce Committee, 7.1g Research & Innovation Committee			
3.20	11.5(i)	R&I (Assurance) Committee Chairs Report 21 March 2023		Linda Pollard Hamish McLure	11.5(i)
	11.5(ii)	Chairs Report 23 May 2023 (NB exclusion of any commercial information in public domain)		Linda Pollard Hamish McLure	Verbal
<i>To note - Due to commercial or sensitive information not for release into the public domain; DIT, Risk Management, Building Development Committee and Innovation District Committee Chairs reports are not reported in the public domain, nor are the Committee Chairs Annual Reports</i>					
3.25	Comfort Break				
	12	Quality and Performance			
	12.1(i)	Integrated Quality & Performance Report	Assurance	Executive Team	12.1(i)
3.35	12.1(ii)	Questions to the Executive Team by exception	Assurance	All	Verbal
3.45	12.2	Leeds Improvement Annual Update (10 mins pres, 10 mins Q&As)		Gerard Kelly Jimmy Parvin	12.2
4.05	12.3	PLACE Results		Craige Richardson	12.3
	13	Strategy and Planning			
-	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
	14	Governance and Regulation			
4.10	14.1	Guardians of Safe Working – Annual Report (5 mins pres, 5 mins discussion)	Assurance	Hamish McLure, Anju Aggarwal, Santosh Sundararjan	14.1
4.20	14.2	Freedom to Speak Up – Annual Report (5 mins pres, 5 mins discussion)	Assurance	Alan Shepherd	14.2
4.30	14.3	Pledge to Code of Conduct, Nolan Principles & Leeds Way Values	All Pledge	Jo Bray	14.3
4.35	14.4	Celebrating Admin (5 mins pres, 5 mins discussion) In attendance; David Goulding, Hymesha Crockwell-Williams & Jane Barratt	Information	Clare Smith Keely Townend	Presentation
4.45	14.5	Minor amendment to Workforce Committee Terms of Reference (remove Director of Strategy)	Approval	Jo Bray	Verbal

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	15	Items for Information			
-	15.1	Forward Planner	Information	Linda Pollard	15.1
-	15.2	Leeds Committee of West Yorkshire ICB (agenda & papers – 14 March 2023) Public-Leeds-Committee-FINAL-Agenda-Pack-140323.pdf (healthandcareleeds.org)	Information	Prof Phil Wood	link
	16	Standing Agenda Items			
4.46		<p>Risk <i>Consideration of any issues to escalate to Corporate Risk Register, BAF and reflections on Risk Appetite and working within our defined tolerances</i> Risk-Appetite-2023-24-Second-Edition.pdf (leedsth.nhs.uk)</p> <p>Legal Advice <i>Consideration of any issues from the meeting</i></p> <p>Regulators - CQC or NHS England, ICB/Place issues <i>Any issues to be reported/escalated</i></p> <p>Communication Issues <i>Any issues internally or externally to be address</i></p>	Discussion	Linda Pollard	-
	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
4.50	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	Date of Next Meeting			
<p>The next formal Board meeting will take place on Thursday 27 July 2023 at SJUH Site – PM 28 September meeting Chapel Allerton Hospital & 30 November meeting Wharfedale Hospital</p>					

Additional information (Blue Box)		
10.3	Health & Safety Annual Report received at Risk Management Committee	Prof Phil Wood
11.1(ii)	Q Learning from Deaths Report	Hamish McLure
7.1b, c, d, g	Committee Chairs Annual reports; included in the blue box. Agenda Items carried over from Audit Committee; 7.1b Quality Assurance Committee 7.1c Finance & Performance Committee 7.1d Workforce Committee 7.1g Research & Innovation Committee	Laura Stroud Gillian Taylor Phil Corrigan Linda Pollard

11.2(iii)	Appendix Full Committee Report: Violence & Aggression Six Month Update Report	Craige Richardson
11.2(iv)	Leeds Health and Care Academy Annual Report	Jenny Lewis
12.1(i)	Integrated Quality & Performance Report	Executive Team
13.1	Building the Leeds Way	Simon Worthington
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