

**THURSDAY 26 January 2023 AT 2.15pm**  
**PUBLIC BOARD**  
**AGENDA**  
**Teams Meeting**

**This meeting is available to the public via the YouTube link available on the Trust website**

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
2.15	1	<b>Apologies for Absence:</b> Chris Schofield, Non-Executive Director Simon Worthington, Director of Finance	Information	Linda Pollard	-
	2	<b>Welcome and Introductions:</b> Jonny Gamble, Deputy Director of Finance Helen Christodoulides, Deputy Chief Nurse Hamish McLure, Deputy Medical Director Phil Corrigan, NED (via MS Teams)	Information	Linda Pollard	-
	3	<b>Declarations of Interest</b>	Governance	Linda Pollard	-
2.20	4	<b>Patient Story</b> Cancer Patient Film- Smarter Kinder Treatment  <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>	Information	Lisa Grant	Video/ Verbal
2.25	5	<b>Draft Minutes of the Last Meeting</b> 24 November 2022	Approval	Linda Pollard	5
	6	<b>Matters Arising</b> <i>No items</i>	-	-	-
	7	<b>Review of Action Tracker</b>	Governance	Linda Pollard	7

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.30	8.1	<b>Chair's Report</b> <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8.1
2.35	9.1	<b>Chief Executive's Report</b> <i>(Endorse consultant appointments)</i>	Receive & Approve	Julian Hartley	9.1
	<b>10</b>	<b>Risk</b>			
2.40	10.1	Current Operational Pressures	Information	Julian Hartley	Verbal
2.45	10.2	Corporate Risk Register	Assurance	Julian Hartley	10.2
	10.3	Fire Safety Report and Action Plan, Q2&3 2022/23	Assurance	Craige Richardson	10.3
	<b>11</b>	<b>Assurance from Committees</b>			
2.55	11.1	<b>Quality Assurance Committee</b> Chairs Report 15 December 2022	Assurance	Laura Stroud Prof Phil Wood Lisa Grant	11.1
3.00	11.2(i)	Maternity Services: NHS Resolution Maternity Incentive Scheme Year 4	Approval	Sue Gibson	11.2(i)
	11.2(ii)	Appendix 1 – Evidence of Table of Compliance November 2022	Assurance	Sue Gibson	11.2(ii)
	11.2(iii)	Appendix 2 – LTHT 2023 Trust Board Compliance Sign Off	Assurance	Sue Gibson	11.2(iii)
-	11.3	Q2 Learning from Deaths	Assurance	Prof Phil Wood	11.3
3.05	11.4	<b>Workforce Committee</b> Chairs Report 5 January 2023	Assurance	Phil Corrigan Jenny Lewis	11.4
3.10	11.5(i)	<b>Finance &amp; Performance Committee</b> Chairs Report November & December 2022	Information	Gillian Taylor Clare Smith	11.5(i)
3.15	11.5(ii)	Verbal Summary Update from the Meeting held 25 January 2023	Assurance	Gillian Taylor Clare Smith Jonny Gamble	Verbal
3.20	11.6	<b>Audit Committee</b> Chairs Report 1 December 2022	Assurance	Suzanne Clark	11.6
3.25	11.5	<b>R&amp;I (Assurance) Committee</b> Chairs Report 17 January <i>(NB exclusion of any commercial information in public domain)</i>	Assurance	Linda Pollard Prof Phil Wood	To follow

*To note - Due to confidential issues; DIT, Building Development Committee and Innovation District Committee Chairs reports are not reported in the public domain*

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
3.30	<b>Comfort Break</b>				
	<b>12</b>	<b>Quality and Performance</b>			
3.40	12.1(i)	Integrated Quality & Performance Report	Assurance	Executive Team	12.1(i)
	12.1(ii)	Questions to the Executive Team by exception	Assurance	All	12.1(ii)
3.50	12.3(i)	Nursing & Midwifery Quality & Safety Staffing Report	Assurance	Lisa Grant, Sue Gibson	12.3(i)
	12.3(ii)	Supplementary Information Quality & Safety Staffing Report; and	Assurance	Lisa Grant	12.3(ii)
	<b>13</b>	<b>Strategy and Planning</b>			
-	13.1	Building the Leeds Way	Assurance	Jonny Gamble	13.1
	<b>14</b>	<b>Governance and Regulation</b>			
	14.1	Freedom of Information Annual Report	Information	Paul Jones	14.1
4.00	14.2	Update on Risk Appetite	Assurance	Julian Hartley Craig Brigg	14.2
4.10	14.3	Board Assurance Framework (BAF) <i>One appendix</i>	Update Approval	James Goodyear	14.3 14.3(i)
4.15	14.4	Clinical Excellence Awards Update	Update	Prof Phil Wood	14.4
	<b>15</b>	<b>Items for Information</b>			
-	15.1	Forward Planner	Information	Linda Pollard	15.1
	<b>16</b>	<b>Standing Agenda Items</b>			
4.20		<p><b>Risk</b> <i>Consideration of any issues to escalate to Corporate Risk Register, BAF and reflections on Risk Appetite and working within our defined tolerances</i> <a href="http://flipbooks.leedsth.nhs.uk/20210225001/">http://flipbooks.leedsth.nhs.uk/20210225001/</a></p> <p><b>Legal Advice</b> <i>Consideration of any issues from the meeting</i></p> <p><b>Regulators - CQC or NHS England, ICB/Place issues</b> <i>Any issues to be reported/escalated</i></p>	Discussion	Linda Pollard	-

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
		<b>Communication Issues</b> <i>Any issues internally or externally to be address</i>			
	<b>17</b>	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
4.25	<b>18</b>	Any Other Business	Discussion / Information	Linda Pollard	-
	<b>19</b>	<b>Date of Next Meeting</b>			
The next formal Board meeting will take place on Thursday 30 March 2023 - <b>PM</b>					

<b>Additional information (Blue Box)</b>		
10.3	Fire Safety Report and Action Plan, Q2&3 2022/23	Craige Richardson
11.2(ii) 11.2(iii)	Maternity Services: NHS Resolution Maternity Incentive Scheme Year 4 Appendix 1 – Evidence of Table of Compliance November 2022 Appendix 2 – LTHT 2023 Trust Board Compliance Sign Off	Sue Gibson Sue Gibson
11.3	Q2 Learning from Deaths	Dr Phil Wood
12.1(i)	Integrated Quality & Performance Report	Executive Team
12.3(ii)	Supplementary Information Quality & Safety Staffing Report Nurse Staffing Overview	Lisa Grant
13.1	Building the Leeds Way	Jonny Gamble
14.1	Freedom of Information Annual Report	Paul Jones
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](mailto:jo.bray@nhs.net)