

THURSDAY 26 May 2022 AT 2.00pm
Via Microsoft Teams Hybrid Model
PUBLIC BOARD
AGENDA

Covid-19 Update - In light of the Infection Prevention & Control measures within our hospitals as we seek to keep our patients and staff safe, we are restricting groups of people meeting, therefore this meeting will take place virtually. Members of the public can join this meeting using the link from the information on the Trusts website.

For the first time since the start of the pandemic we will pilot a hybrid model of Board meeting, with our Chair and Non-Executives collectively in a room off site, with Executive Directors and presenters joining by Teams.

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 Julian Hartley	Information	Linda Pollard	-
	2	Welcome and Introductions: New Associate Non-Executive Directors; Mike Baker & Mark Burton	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.05	4	Patient Story –Leeds Children’s Hospital, Super Saturday: https://youtu.be/LguyIloEn54 .	Information	Lisa Grant/ Celia McKenzie	Video
		<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 31 March 2022	Approval	Linda Pollard	5
	6	Matters Arising <i>No items</i>	-	-	-
	7	Review of Action Tracker	Governance	Linda Pollard	7

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.20	8	Chair's Report <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8
2.25	9.1	Chief Executive's Report <i>(Endorse consultant appointments)</i>	Receive & Approve	Dr Phil Wood	9.1
	10	Minutes of meetings			
2.35	10.1	Quality Assurance Committee Chairs Report 28 April 2022	Assurance	Laura Stroud	10.1
	10.1(i)	Infection Prevention & Control Annual Report	Assurance	Lisa Grant	10.1(i)
	10.1(ii)	Learning from Deaths Report Q3 2021/22	Assurance	Dr Phil Wood	10.1(ii)
2.40	10.2	R&I Committee Chairs Report 3 May 2022	Assurance	Dr Phil Wood	10.2
2.45	10.3(i)	Workforce Committee Chairs Report 19 May 2022 <i>(NB to follow – issue 24 May)</i>	Assurance	Tom Keeney	To follow
2.50	10.3(ii)	Violence Against Staff, Annual Report	Information, Assurance	Craige Richardson	10.3(ii)
	10.3(iii)	Workforce Committee - Violence Against Staff Report	Assurance	Craige Richardson	10.3(iii)
	10.3(iv)	LTHT Violence Prevention and Reduction Standards	Assurance	Craige Richardson	10.3(iv)
2.55	10.4	DIT Committee Chairs Report 20 May 2022 <i>(NB to follow – issue 24 May)</i>	Assurance	Jas Narang	To follow
3.00	10.5(i)	Audit Committee Chairs Report 5 May 2022	Assurance	Suzanne Clark	10.5(i)
	10.5(ii)	Audit Committee Chairs Annual Report	Assurance	Suzanne Clark	10.5(ii)
	10.5(iii)	Committee Chairs Objectives for 2022/23	Assurance	Suzanne Clark & Committee Chairs	10.5(iii)
	10.5a	Risk Management Committee		Dr Phil Wood	10.5a
	10.5b	R&I Committee (Management)		Dr Phil Wood	10.5b
	10.5c	Quality Assurance Committee		Laura Stroud	10.5c
	10.d	Finance & Performance Committee		Gillian Taylor	10.d
	10.5e	Workforce Committee		Tom Keeney	10.5e
	10.5f	DIT Committee		Jas Narang	10.5f

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	The Audit Committee received the Annual reports of the Assurance & Management Committee of the Board. These are included as Blue Box Items; <i>NB Building Development Committee and Innovation District Committee contains commercially sensitive information and are withheld from the public domain.</i>				
	10.6	Remuneration Committee Notes of the meeting 31 March 2022	Assurance	Linda Pollard	10.6
	11	Risk			
3.05	11.1	Corporate Risk Register	Assurance	Dr Phil Wood	11.1
	11.2	Health & Safety Annual Report	Assurance, Information	Dr Phil Wood	11.2
	12	Quality and Performance			
-	12.1	Vaccination Programme	Assurance	Dr Phil Wood	12.1
3.10	12.2(i)	Context - Current Operational Pressures	Information	Dr Phil Wood	Verbal
3.15	12.2(ii)	Integrated Quality & Performance Report	Assurance	Executive Team	12.2(ii)
3.45	Comfort Break				
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	Assurance	Lisa Grant	12.3(ii)
4.00	12.4	Ockenden Update	Assurance	Sue Gibson Kelly Cohen	12.4
4.10	12.5	Nursing & Midwifery Strategy Nursing & Midwifery Strategy (full) Video: https://youtu.be/WmJDMTyB0-c	Assurance Information	Lisa Grant Lisa Grant	12.5 12.5(i) Video
4.20	12.6	Leeds Improvement Method Update <i>Gerard Kelly & Stuart Haines</i>	Information, Assurance	Dr Phil Wood	Presentation
	13	Strategy and Planning			
-	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
4.35	13.2	Genomics Update Supplementary information <i>Genomics Team attending: James Steer (Head of GLH Central Laboratory, NEY GLH)</i>	Assurance	Dr Phil Wood	Presentation 13.2(i)

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
4.45	13.3	<i>Jennifer Campbell (Consultant Clinical Geneticist & Lead Clinician, Yorkshire Regional Genetics Service)</i> <i>Judith Hayward (GP and Lead for NEY GMSA)</i> Operational Transformation Strategy	Approval	Clare Smith, Mike Harvey	13.3
4.50	13.4	Estates Strategy Annual Update	Assurance	Craige Richardson	13.4
	14	Governance and Regulation			
5.05	14.1	Freedom to Speak Up Annual Update	Assurance	Joe Cohen	14.1
5.10	14.2	Guardians of Safe Working Annual Report	Assurance	Ros Roden Louise Buchanan	14.2 Presentation
5.20	14.3	Amendments to Standing Orders, Standing Financial Instructions and Scheme of Delegation	Approval	Jo Bray	14.3
5.25	14.4	Pledge to Code of Conduct, Nolan Principles & Leeds Way Values	Pledge	All Board Members	14.4
5.30	14.5	Provider Licence Compliance	Approval	Dr Phil Wood	14.5
	15	Items for Information			
-	15.1	Forward Planner	Information	Linda Pollard	15.1
	16	Standing Agenda Items			
		Risk <i>Consideration of any issues to escalate to Corporate Risk Register, reflections on Risk Appetite and working within our defined tolerances</i> http://flipbooks.leedsth.nhs.uk/20210225001/ Legal Advice <i>Consideration of any issues from the meeting</i> CQC or NHS England/ Improvement <i>Any issues to be reported</i> Communication Issues <i>Any issues internally or externally to be address</i>	Discussion	Linda Pollard	-
5.35	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	Date of Next Meeting			
The next formal Board meeting will take place on Thursday 28 July 2022 - PM					

Additional information (Blue Box)		
10.1(i)	Infection Prevention & Control Annual Report	Lisa Grant
10.1(ii)	Learning from Deaths Report Q3 2021/22	Dr Phil Wood
10.3(iii) 10.3(iv)	Workforce Committee - Violence Against Staff Report LTHT Violence Prevention and Reduction Standards	Craige Richardson Craige Richardson
10.5a 10.5b 10.5c 10.d 10.5e 10.5f	Risk Management Committee R&I Committee (Management) Quality Assurance Committee Finance & Performance Committee Workforce Committee DIT Committee	Dr Phil Wood Dr Phil Wood Laura Stroud Gillian Taylor Tom Keeney Jas Narang
11.2	Health & Safety Annual Report	Dr Phil Wood
12.1	Vaccination Programme	Dr Phil Wood
12.3(ii)	Supplementary Information Quality & Safety Staffing Report	Lisa Grant
12.5	Nursing and Midwifery Strategy Annual 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