

THURSDAY 27 JANUARY 2022 AT 2.30pm
Via Microsoft Teams
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.

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

In light of operational pressures and the 24 December 2021 letter from NHSE/ Amanda Pritchard – reducing the burden of reporting and releasing capacity to manage the Covid-19 pandemic, as indicated on the agenda some items will be received for information/assurance without discussion

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
2.30	1	Apologies for Absence	Information	Linda Pollard	-
	2	Welcome and Introductions: Natasha Barber-Evans (observer), Insight NED Development Programme (final meeting)	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.35	4	Staff Story; Patient Story https://youtu.be/LkqnEdNo02c	Information	Lisa Grant/ Lorna Johnson	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>			
2.40	5	Draft Minutes of the Last Meetings 25 November 2021	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
2.45	8	Chair's Report <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8
2.50	9	Chief Executive's Report <i>(Endorse consultant appointments)</i> <i>Appendix – Amanda Pritchard Letter (reducing the burden of reporting releasing capacity)</i>	Receive & Approve	Julian Hartley	9.1 9.1(i)
	10	Minutes of meetings			
	10.1	Audit Committee Chairs Report 2 December 2021 <i>No discussion</i>	Assurance	Suzanne Clark	10.1
3.10	10.2	Workforce Committee Chairs Report 12 January 2022 Appendix Annual Workforce Report	Assurance Information	Tom Keeney Jenny Lewis	10.2 -
	11	Risk			
3.15	11.1	Corporate Risk Register	Assurance	Julian Hartley	11.1
	12	Quality and Performance			
	12.1	Vaccination Programme <i>No discussion</i>	Assurance	Dr Phil Wood	12.1
3.20	12.2(i)	Context - Current Operational Pressures	Information	Julian Hartley	Verbal
3.30	12.2(ii)	Integrated Quality & Performance Report	Assurance	Executive Team	12.2(ii)
4.00	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 Annual Report	Assurance	Lisa Grant	12.3(ii)
4.10	12.4	Complaints – Six Monthly Update Report	Information, Assurance	Lisa Grant	12.4
	13	Strategy and Planning			
	13.1	Building the Leeds Way <i>No discussion</i>	Assurance	Simon Worthington	13.1
4.15	13.2	Public Health Strategy – Annual Update (also to cover health inequalities) <i>(10 mins pres, 10 mins discussion)</i>	Information, Assurance	Dr Phil Wood, Lucy Jackson	13.2 Presentation

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	14	Governance and Regulation			
-	14.1	External Well-led Review, Summary Report	Assurance	Lisa Grant	14.1
4.35	14.2	Non-Executive Director Champion Roles	Information, Governance	Linda Pollard, Jo Bray	14.2
4.40	14.3	Standing Orders, Standing Financial Instructions & Scheme of Delegation – Amendments	Approval	Jo Bray	14.3
-	14.4	Freedom of Information Requests Annual Report	Information	Paul Jones	14.4
4.45	14.5	Visitor Access Policy	Assurance, Approval	Jane Westmoreland	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/	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> Communication Issues <i>Any issues internally or externally to be address</i>			
	17	Review of Meeting and Effectiveness <i>No discussion – please email comments/feedback</i>	Discussion	Jo Bray	-
	18	Any Other Business	Discussion / Information	Linda Pollard	-
4.50	19	Date of Next Meeting			
The next formal Board meeting will take place on Thursday 31 March 2022 - PM					

Additional information (Blue Box)		
10.2(i)	Appendix Annual Workforce Report	Jenny Lewis
12.3(ii)	Supplementary Information Quality & Safety Staffing Report and Annual Report	Lisa Grant
14.1	External Well-led Review, Summary Report	Lisa Grant
14.4	Freedom of Information Requests 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