

**THURSDAY 28 July 2022 AT 2.00pm**  
**PUBLIC BOARD**  
**AGENDA**  
**Teams Meeting**  
(Public Access Via YouTube Live Stream)

**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 via Teams. Members of the public can join this meeting via YouTube, 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.

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	<b>1</b>	<b>Apologies for Absence:</b> Paul Jones, Chief Digital Information Officer, (in attendance Mark Richardson, Associate Director of Digital – Digital Solutions)	Information	Linda Pollard	-
	<b>2</b>	<b>Welcome and Introductions:</b> Helen Christodoulides, Deputy Chief Nurse - observing	Information	Linda Pollard	-
	<b>3</b>	<b>Declarations of Interest</b>	Governance	Linda Pollard	-
2.05	<b>4</b>	<b>Patient Story</b> Adam and Emma's Story: <a href="https://www.youtube.com/watch?v=oVQFZ4QFyEM">https://www.youtube.com/watch?v=oVQFZ4QFyEM</a>	Information	Lisa Grant, Robin Darby	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	<b>5</b>	<b>Draft Minutes of the Last meeting</b> 26 May 2022	Approval	Linda Pollard	5

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	<b>6</b>	<b>Matters Arising</b> <i>No items</i>	-	-	-
	<b>7</b>	<b>Review of Action Tracker</b>	Governance	Linda Pollard	7
2.20	<b>8</b>	<b>Chair's Report</b> <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8
2.25	<b>9</b>	<b>Chief Executive's Report</b> <i>(Endorse consultant appointments)</i>	Receive & Approve	Julian Hartley	9
	<b>10</b>	<b>Committee meetings</b>			
2.35	10.1	<b>Quality Assurance Committee</b> Chairs Report 23 June 2022	Assurance	Laura Stroud	10.1
	10.1(i)	Learning from Deaths Report Q4 2021/22	Assurance	Dr Phil Wood	10.1(i)
	10.1(ii)	Annual Mortality Improvement Group Report	Assurance	Dr Phil Wood	10.1(ii)
	10.1(iii)	Quality Account <a href="http://leedsth.nhs.uk">Quality Accounts (leedsth.nhs.uk)</a>	Assurance	Lisa Grant	10.1(iii)
2.40	10.2	<b>R&amp;I Committee</b> Chairs Report 19 July 2022	Assurance	Dr Phil Wood	To follow
2.45	10.3	<b>Workforce Committee</b> Chairs Report 13 July 2022	Assurance	Tom Keeney	To follow
2.50	10.4	<b>Audit Committee</b> Chairs Report 16 June 2022	Assurance	Suzanne Clark	10.4
	<b>11</b>	<b>Risk</b>			
2.55	11.1	Corporate Risk Register	Assurance	Julian Hartley	11.1
	<b>12</b>	<b>Quality and Performance</b>			
3.00	12.1	Context - Current Operational Pressures	Information	Julian Hartley	Verbal
3.05	12.2	Integrated Quality & Performance Report	Assurance	Executive Team	12.2
3.35	<b>Comfort Break</b>				
3.45	12.3(i)	Nursing & Midwifery Quality & Safety Staffing Report	Assurance	Lisa Grant Sue Gibson	12.3(i)
	12.3(ii)	<a href="#">Supplementary Information Quality &amp; Safety Staffing Report</a>	Assurance	Lisa Grant	12.3(ii)
3.55	12.4	Environmental Audits, Benchmarking	Assurance	Craige Richardson, Chris Ayres	12.4

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	<b>13</b>	<b>Strategy and Planning</b>			
	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
	13.2	Annual Plan Q1 Overview	Assurance	Simon Worthington	13.2
	<b>14</b>	<b>Governance and Regulation</b>			
4.00	14.1	Senior Independent Directors Appraisal Report on the Chair	Assurance	Chris Schofield	14.1
4.05	14.2(i) 14.2(ii)	Complaints Annual Report Complaints Supplementary Report	Assurance Assurance	Helen Christodoulides Helen Christodoulides	14.2(i) 14.2(ii)
4.15	14.3(i) 14.3(ii)	Safeguarding Annual Report Appendix; Leaning Disability & Autism Annual	Assurance Assurance	Karen Sykes Helen Christodoulides	14.3(i) 14.3(ii)
4.20	14.4	Insurance for Board Members	Assurance	Jo Bray	14.4
4.25	14.5	Scheme of Delegation, Minor Amendments (additional information) ref Building Development and Finance & Performance Committees	Approval	Jo Bray	14.5
4.30	14.6	Vaccination Transfer of Functions	Assurance & Governance	Dr Phil Wood	14.6
	14.6(i)	Letter to Julian Hartley from Carol McKenna, Kirklees CCG	Assurance	Dr Phil Wood	14.6(ii)
	14.6(ii)	Letter to Rob Wester, ICS from Dr Phil Wood	Assurance	Dr Phil Wood	14.6(ii)
	<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>			
4.40		<p><b>Risk</b> <i>Consideration of any issues to escalate to Corporate Risk Register, 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>			
4.45	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	<b>Date of Next Meeting</b>			
The next formal Board meeting will take place on Thursday 29 September 2022 - <b>PM</b>					

<b>Additional information (Blue Box)</b>		
10.1(i) 10.(ii) 10.1(iii)	Learning from Deaths Report Q3 2021/22 Annual Mortality Improvement Group Report Quality Account	Dr Phil Wood Dr Phil Wood Lisa Grant
12.3(ii)	Supplementary Information Quality & Safety Staffing Report Appendix A - Nurse Staffing Overview Appendix B - Allied Health Professionals Staffing Principles & Quality Indicators Bi-annual Review	Lisa Grant - -
13.1 13.2	Building the Leeds Way Annual Plan Q1 Overview	Simon Worthington Simon Worthington
14.2(ii)	Complaints Supplementary Report	Helen Christodoulides
14.3(ii)	Appendix; Learning Disabilities & Autism Annual Report	Helen Christodoulides
14.6(i) 14.6(ii)	Letter to Julian Hartley from Carol McKenna, Kirklees CCG Letter to Rob Wester, ICS from Dr Phil Wood	Dr Phil Wood Dr Phil Wood
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)