

**THURSDAY 27 JULY 2023 AT 2.30pm  
PUBLIC BOARD  
AGENDA**

Hybrid Meeting (MS Teams option available for presenters)  
**Gledhow Wing Seminar Rooms 2 & 3, SJUH 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
2.30	<b>1</b>	<b>Apologies for Absence:</b> <ul style="list-style-type: none"> <li>• Mike Baker, Non-Executive Director</li> <li>• Bob Simpson, Non-Executive Director (Jury Service)</li> <li>• Clare Smith, Chief Operating Officer</li> <li>• Paul Jones, Chief Digital and Information Officer</li> </ul>	Information	Linda Pollard	-
	<b>2</b>	<b>Welcome and Introductions:</b> <ul style="list-style-type: none"> <li>• Mike Harvey, Director of Operations (attending OBO Clare Smith)</li> <li>• John Speight, Deputy Chief Digital Information Officer (attending OBO Paul Jones)</li> </ul> <b>Observing:</b> <ul style="list-style-type: none"> <li>• Esther Wakeman, CEO Leeds Hospitals Charity</li> <li>• Camelia Khoshehchin, General Manager CE Office</li> </ul>	Information	Linda Pollard	-
	<b>3</b>	<b>Declarations of Interest</b>	Governance	Linda Pollard	-
2.35	<b>4</b>	<b>Patient Story; Donald's Story;</b> <a href="https://youtu.be/a_URXioHuyY">https://youtu.be/a_URXioHuyY</a> <i>In attendance: Dr Rachel Urwin, Consultant</i>	Information	Helen Christodoulides	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>			

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
2.45	5	<b>Draft Minutes of the Last Meeting</b> 25 May 2023	Approval	Linda Pollard	5
	6	<b>Matters Arising</b> <i>No items</i>	-	-	-
	7	<b>Review of Action Tracker</b>	Governance	Linda Pollard	7
2.50	8	<b>Chair's Report</b> <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8
2.55	9.1 9.2	<b>Chief Executive's Report</b> <i>(Endorse consultant appointments)</i> Leeds Committee of the West Yorkshire ICB 5 July 2023 (Summary Report)	Receive & Approve Information	Prof Phil Wood Prof Phil Wood	9.1 9.2
	10	<b>Risk</b>			
3.05	10.1	Current Operational Pressures	Information	Prof Phil Wood	Verbal
3.10	10.2 10.3	Corporate Risk Register Leeds Committee of the West Yorkshire ICB (Risk Register)	Assurance Information	Prof Phil Wood Prof Phil Wood	10.2 10.3
3.15	10.4	Board Assurance Framework	Assurance	James Goodyear	10.4
	11	<b>Assurance from Committees</b>			
3.20	11.1(i) 11.1(ii) 11.1(iii)	<b>Quality Assurance Committee</b> Chairs Report 22 June 2023  Annual Report Learning Disabilities & Autism  IPC Annual Report	Assurance Assurance Assurance	Laura Stroud Hamish McLure Helen Christodoulides Helen Christodoulides Helen Christodoulides	11.1(i) 11.1(ii) 11.1(iii)
3.25	11.2	<b>Workforce Committee</b> Chairs Report 5 July 2023	Assurance	Amanda Stainton Jenny Lewis	11.2
3.30	11.3(i) 11.3(ii) 11.3(iii)	<b>Finance &amp; Performance Committee</b> Chairs Report May & June 2023 Verbal Summary Update from the Meeting held 26 July 2023 Sustainability Annual Report	Assurance Assurance Assurance	Gillian Taylor Clare Smith Simon Worthington Craig Richardson	11.3(i) Verbal 11.3(iii)
3.35	11.4 11.5(i)	<b>Audit Committee</b> Chairs Report 27 June 2023  <b>R&amp;I (Assurance) Committee</b> Chairs Report 23 May 2023	Assurance Assurance	Suzanne Clark Linda Pollard	11.4 11.5(i)

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3.40	11.5(ii)	<i>(Verbal update previous meeting)</i> Chairs Report 4 July 2023 <i>(NB exclusion of any commercial information in public domain)</i>	Assurance	Hamish McLure Chris Schofield Hamish McLure	11.5(ii)
<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>					
<b>3.45</b>	<b>Comfort Break</b>				
	<b>12</b>	<b>Quality and Performance</b>			
	12.1(i)	Integrated Quality & Performance Report	Assurance	Executive Team	12.1(i)
3.55	12.1(ii)	Questions to the Executive Team by exception	Assurance	All	Verbal
4.05	12.2	Complaints Annual Report <i>(NB reviewed by Quality Assurance Committee, Francis Report recommendation – Board cannot delegate complaints)</i>	Assurance	Helen Christodoulides, Craig Brigg	12.2
4.10	12.3	Safeguarding Annual Report	Assurance	Karen Sykes	12.3
4.15	12.4	Bi Annual Review of Nurse Staffing – Phase 11	Assurance	Helen Christodoulides	12.4
4.25	12.5	Nursing & Midwifery Annual Report & Video (update) <a href="https://www.youtube.com/watch?v=vUy4LL3qVXE">https://www.youtube.com/watch?v=vUy4LL3qVXE</a>	Update Assurance	Helen Christodoulides	Video
	<b>13</b>	<b>Strategy and Planning</b>			
4.30	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
4.40	13.2	Learning, Education and Training Strategy	Approval	Jenny Lewis, Hamish McLure, Stuart Haines	13.2
4.45	13.3	Clinical Services Strategy	Approval	James Goodyear	13.3
	<b>14</b>	<b>Governance and Regulation</b>			
4.55	14.1	Insurance for Directors (Overview of Arrangements Annual Update)	Update	Jo Bray	14.1
5.00	14.2	Senior Independent Directors' Report on Chairs Appraisal	Assurance	Chris Schofield	14.2
	<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>			
5.05		<b>Risk</b> <i>Consideration of any issues to escalate to Corporate Risk Register, BAF and</i>	Discussion	Linda Pollard	-

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
		<i>reflections on Risk Appetite and working within our defined tolerances</i> <a href="#">Risk-Appetite-2023-24-Second-Edition.pdf (leedsth.nhs.uk)</a>  <b>Legal Advice</b> <i>Consideration of any issues from the meeting</i>  <b>Regulators - CQC or NHS England, ICB/Place issues</b> <i>Any issues to be reported/escalated</i>  <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	-
5.10	<b>18</b>	Any Other Business	Discussion / Information	Linda Pollard	-
	<b>19</b>	<b>Date of Next Meeting</b>			
AGM 27 September 2023 at SJUH Site - PM The next formal Board meeting will take place on Thursday 28 September meeting Chapel Allerton Hospital & 30 November meeting Wharfedale Hospital					

Additional information (Blue Box)		
9.2	Leeds Committee of the West Yorkshire ICB 5 July 2023 (Summary Report)	Prof Phil Wood
10.3	ICB System Risk Register	Prof Phil Wood
11.1(ii) 11.1(iii)	Annual Report Learning Disabilities & Autism HCAI (HC) Annual Report	Helen Christodoulides Helen Christodoulides
11.3(iii)	Sustainability Annual Report	Craige Richardson
12.1(i)	Integrated Quality & Performance Report	Executive Team
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)