

THURSDAY 25 JANUARY 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	1	Apologies for Absence:	Information	Linda Pollard	-
	2	Welcome and Introductions: <ul style="list-style-type: none"> • Rabina Tindale, Chief Nurse • Chris Schofield, Phil Corrigan, and Rachel Woodman via Teams Observing: <ul style="list-style-type: none"> • Muz Mumtaz, Insight Programme 	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.35	4	Staff Story; <i>Freedom to Speak Up:</i> https://youtu.be/yC2sbxS1PLs <i>Our patient stories aim to provide insight to the care received by our patients and their families. It is 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	Prof Phil Wood Alan Sheppard	Video
2.45	5	Draft Minutes of the Last Meeting 30 November 2023	Approval	Linda Pollard	5
	6	Matters Arising <i>No items</i>	-	-	-
	7	Review of Action Tracker	Governance	Linda Pollard	7
2.50	8	Chair's Report <i>(Endorse Chairs action for approvals)</i>	Receive, note & endorse	Linda Pollard	8
2.55	9	Chief Executive's Report <i>(Endorse consultant appointments)</i>	Receive & Approve	Prof Phil Wood	9

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
		Operational Context:			
	10	Quality & Performance			
3.05	10.1	IQPR (Performance of the Trust) Report by Exception	Assurance Information	Executive Team	10.1
3.25	10.2	Chief Nurse Bi Annual Establishment Review	Assurance	Rabina Tindale	10.2
	11	Risk			
3.35	11.1	Corporate Risk Register	Assurance	Prof Phil Wood	11.1
3.40	11.2	Board Assurance Framework	Assurance	Prof Phil Wood	11.2
	12	Assurance from Board Committees			
3.45	12.1(i)	Quality Assurance Committee Chairs Report 6 December 2023	Assurance	Phil Corrigan Magnus Harrison Rabina Tindale	12.1(i)
3.50	12.1(ii)	Maternity Clinical Negligence Scheme for Trusts (CNST)	Approval	Sue Gibson	12.1(ii)
	12.1(iii)	Appendix 1 Maternity Incentive Scheme Evidence Summary	Assurance	Sue Gibson	12.1(iii)
	12.1(iv)	Appendix 2 MIS Safety Action CEO Sign off	Assurance	Sue Gibson	12.1(iv)
4.00	12.2(i)	Workforce Committee Chairs Report 17 January 2024	Assurance	Amanda Stainton Jenny Lewis	To follow
4.05	12.2(ii)	Freedom to Speak Up (deferred from November)	Assurance	Prof Phil Wood Alan Sheppard	Verbal 12.2(ii)
4.15	12.3(i) 12.3(ii)	Finance & Performance Committee Chairs Report Nov & Dec 2023 Verbal Summary Update from the Meeting held 24 January 2024	Assurance Assurance	Gillian Taylor Clare Smith Simon Worthington	12.3(i) Verbal
4.20	12.4(i) 12.4(ii)	Audit Committee Chairs Report 13 December 2023 Single Site Valuation	Assurance Approval	Suzanne Clark Suzanne Clark Simon Worthington	12.4(i) 12.4(ii)
<i>To note - Due to commercial or sensitive information not for release into the public domain; DIT, Risk Management, Building Development, and Innovation aspects of R&I Committee Chairs reports are not reported in the public domain, nor are the Committee Chairs Annual Reports</i>					
	Comfort Break				

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
	13	Strategy and Planning			
	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
4.20	13.2	Process for reviewing Annual Commitments	Assurance	James Goodyear	13.2
	14	Governance and Regulation			
4.25	14.1	Emergency Preparedness; Resilience & Response Core Standards	Assurance Approval	Clare Smith	14.1
	15	Items for Information			
-	15.1	Forward Planner	Information	Linda Pollard	15.1
-	15.2	Freedom of Information Annual Report	Assurance	Paul Jones	15.2
	16	Standing Agenda Items			
4.30		<p>Risk <i>Consideration of any issues to escalate to Corporate Risk Register, BAF and reflections on Risk Appetite and working within our defined tolerances</i> Risk-Appetite-2023-24-Second-Edition.pdf (leedsth.nhs.uk)</p> <p>Legal Advice <i>Consideration of any issues from the meeting</i></p> <p>Regulators - CQC or NHS England, ICB/Place issues <i>Any issues to be reported/escalated</i></p> <p>Communication Issues <i>Any issues internally or externally to be address</i></p>	Discussion	Linda Pollard	-
4.35	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
4.40	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	Date of Next Meeting			
The next formal Board meeting will take place on Thursday 28 March 2024 meeting SJUH Hospital					

Additional information (Blue Box)		
12.1(iii)	Maternity Clinical Negligence Scheme for Trusts (CNST) Supporting appendices	Sue Gibson

12.1(iv)	Appendix 1 Maternity Incentive Scheme Evidence Summary Appendix 2 MIS Safety Action CEO Sign off	
13.1	Building the Leeds Way	Simon Worthington
15.1	Forward Planner	Linda Pollard
15.2	Freedom of Information Annual Report	Paul Jones

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