

THURSDAY 28 SEPTEMBER 2023 AT 2.30pm
PUBLIC BOARD
AGENDA
BRC Meeting Room, Chapel Allerton Hospital
(NB No MS Teams function available)

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: <ul style="list-style-type: none"> Jo Koroma, Associate Non-Executive Director Phil Corrigan, Non-Executive Director | Information | Linda Pollard | - |
| | 2 | Welcome and Introductions: <ul style="list-style-type: none"> Magnus Harrison, Chief Medical Officer Observing: <ul style="list-style-type: none"> Esther Wakeman, CEO Leeds Hospitals Charity Breeda Columb, interim Deputy Chief Nurse | Information | Linda Pollard | - |
| | 3 | Declarations of Interest | Governance | Linda Pollard | - |
| 2.35 | 4 | Patient Story; James' Story; https://youtu.be/fy9u9Nglayk | Information | Helen Christodoulides | Verbal |
| | | <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> | | | |
| 2.45 | 5 | Draft Minutes of the Last Meeting 26 July 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 | Receive, note | Linda Pollard | 8 |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|------|-----------|---|-------------------|---------------------------------------|--------------------|
| | | <i>(Endorse Chairs action for approvals)</i> | & endorse | | |
| 2.55 | 9.1 | Chief Executive's Report <i>(Endorse consultant appointments)</i> | Receive & Approve | Prof Phil Wood | 9.1 |
| | 10 | Risk | | | |
| 3.05 | 10.1 | Current Operational Pressures | Information | Prof Phil Wood | Verbal |
| 3.10 | 10.2 | Corporate Risk Register | Assurance | Prof Phil Wood | 10.2 |
| | 11 | Assurance from Committees | | | |
| 3.15 | 11.1(i) | Quality Assurance Committee Chairs Report 14 September 2023 | Assurance | Laura Stroud Helen Christodoulides | 11.1(i) |
| | 11.1(ii) | Q4 Learning from Deaths | Assurance | Magnus Harrison | 11.1(ii) |
| | 11.1(ii) | Annual Assurance Report on Compliance with CQC | Assurance | Helen Christodoulides | 11.1(iii) |
| 3.20 | 11.2(i) | Workforce Committee Chairs Report 13 September 2023 | Assurance | Amanda Stainton Jenny Lewis | 11.2(i) |
| 3.25 | 11.2(ii) | Violence & Aggression Six Month Report | Assurance | Craige Richardson, Jenny Lewis | 11.2(ii) |
| | 11.2(iii) | Annual Workforce Report | Assurance | Jenny Lewis | 11.2(iii) |
| 3.30 | 11.3(i) | Finance & Performance Committee Chairs Report July & August 2023 | Assurance | Gillian Taylor | 11.3(i) |
| | 11.3(ii) | Verbal Summary Update from the Meeting held 27 September 2023 | Assurance | Clare Smith Simon Worthington | Verbal |
| 3.35 | 11.4 | Audit Committee Chairs Report 7 September 2023 | Assurance | Suzanne Clark Simon Worthington | 11.4 |
| 3.40 | 11.5 | R&I (Assurance) Committee Chairs Report 19 September 2023 <i>(NB exclusion of any commercial information in public domain)</i> | Assurance | Chris Schofield Magnus Harrison | 11.5 |

To note - Due to commercial or sensitive information not for release into the public domain; DIT, Risk Management, Building Development, and Innovation District Committee Chairs reports are not reported in the public domain, nor are the Committee Chairs Annual Reports

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|--------------|----------------------|--|-------------|-------------------|--------------------|
| 3.45 | Comfort Break | | | | |
| | 12 | Quality and Performance | | | |
| 3.55 | 12.1(i) | Integrated Quality & Performance Report | Assurance | Executive Team | 12.1(i) |
| | 12.1(ii) | <i>Questions to the Executive Team by exception</i> | Assurance | All | Verbal |
| | 13 | Strategy and Planning | | | |
| 4.10 4.20 | 13.1 | Building the Leeds Way | Assurance | Simon Worthington | 13.1 |
| | 13.2 | Self-Assessment Against the National Workforce Plan | Update | Jenny Lewis | 13.2 |
| | 13.3 | Partnership Working – Overview | Information | James Goodyear | 13.3 |
| | 14 | Governance and Regulation | | | |
| 4.25 | 14.1 | Standing Orders, Amendment to Committee Terms of Reference and Non-Executive Director Membership | Approval | Jo Bray | 14.1 |
| 4.30 | 14.2 | Medical Revalidation Annual Report | Assurance | Magnus Harrison | 14.2 |
| | 15 | Items for Information | | | |
| - | 15.1 | Forward Planner | Information | Linda Pollard | 15.1 |
| | 16 | Standing Agenda Items | | | |
| 4.35 | | <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 | - |
| | 17 | Review of Meeting and Effectiveness | Discussion | Jo Bray | - |

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|---|------|--|--------------------------|---------------|--------------------|
| 4.40 | 18 | Any Other Business Thanks to Laura Stroud, Hamish McLure, and Helen Christodoulides | Discussion / Information | Linda Pollard | - |
| | 19 | Date of Next Meeting | | | |
| The next formal Board meeting will take place on Thursday 30 November meeting Wharfedale Hospital | | | | | |

| Additional information (Blue Box) | | |
|--|--|--|
| 9.2 | Leeds Committee of the West Yorkshire ICB 19 September 2023 (Summary Report) | Prof Phil Wood |
| 11.1(ii) 11.1(iii) | Q4 Learning from Deaths Annual Assurance Report on Compliance with CQC | Magnus Harrison Helen Christodoulides |
| 11.2(iii) | Annual Workforce Report | Jenny Lewis |
| 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