

THURSDAY 30 NOVEMBER 2023 AT 2.30pm
PUBLIC BOARD
AGENDA

Physio Gym, Ground Floor, Wharfedale 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"> Jenny Lewis, Director of HR & OD 	Information	Linda Pollard	-
	2	Welcome and Introductions: <ul style="list-style-type: none"> Jackie Murphy, Interim Chief Nurse Julia Brown, University of Leeds Nominated NED Jo Buck, Deputy Director of HR Observing: <ul style="list-style-type: none"> Esther Wakeman, CEO Leeds Hospitals Charity 	Information	Linda Pollard	-
	3	Declarations of Interest	Governance	Linda Pollard	-
2.35	4	Staff Story; <i>Freedom to Speak Up</i>	Information	Prof Phil Wood Alan Sheppard Katie Hodge	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 28 September 2023	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
2.50	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
		Operational Context:			
	10	Quality & Performance			
3.05	10.1	IQPR (Performance of the Trust) Report by Exception	Assurance Information	Executive Team	10.1
	11	Risk			
3.20	11.1	Corporate Risk Register	Assurance	Prof Phil Wood	11.1
	11.2	Health & Safety (Six Month Update)	Assurance	Prof Phil Wood	11.2
	12	Assurance from Board Committees			
3.25	12.1(i)	Quality Assurance Committee Chairs Report 26 October 2023	Assurance	Phil Corrigan Magnus Harrison Jackie Murphy	12.1(i)
	12.1(ii) 12.1(iii)	Q1 Learning from Deaths Leadership Walkrounds Annual Report	Assurance Assurance	Magnus Harrison Jackie Murphy	12.1(ii) 12.1(iii)
3.30	12.2(i)	Workforce Committee Chairs Report 22 November 2023	Assurance	Amanda Stainton Jo Buck	To follow
3.35	12.2(ii)	Freedom to Speak Up <i>(Six Month Update Deferred to January)</i>	Assurance	Prof Phil Wood	Verbal
3.40 3.45	12.3(i) 12.3(ii)	Finance & Performance Committee Chairs Report Sept & Oct 2023 Verbal Summary Update from the Meeting held 29 November 2023	Assurance Assurance	Gillian Taylor Clare Smith Simon Worthington	12.3(i) Verbal
<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>					
3.45	Comfort Break				
	13	Strategy and Planning			
	13.1	Building the Leeds Way	Assurance	Simon Worthington	13.1
4.00	13.2	Quality Improvement Strategy (Annual Update)	Assurance	Magnus Harrison Jackie Murphy	13.2

Time	Item	Paper Title	Purpose	Presenter	Paper No. / Verbal
4.15	13.3	LTHT as an Anchor Institution	Assurance	James Goodyear	13.3
	14	Governance and Regulation			
4.25	14.1	Standing Orders, Amendment to Committee Terms of Reference (approval of new R&I Committee)	Approval	Jo Bray	14.1
	15	Items for Information			
	15.1	Forward Planner	Information	Linda Pollard	15.1
	16	Standing Agenda Items			
		<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	-
4.30	17	Review of Meeting and Effectiveness	Discussion	Jo Bray	-
4.35	18	Any Other Business	Discussion / Information	Linda Pollard	-
	19	Date of Next Meeting			
The next formal Board meeting will take place on Thursday 25 January 2024 meeting SJUH Hospital					

Additional information (Blue Box)		
11.2	Health & Safety (Six Month Update)	Prof Phil Wood
12.1(ii) 12.1(iii)	Q1 Learning from Deaths Leadership Walkrounds Annual Report	Magnus Harrison Jackie Murphy
13.1	Building the Leeds Way	Simon Worthington
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