

**THURSDAY 25 JULY 2024 AT 2.30pm
PUBLIC BOARD
AGENDA**

**Boardroom (7.04), 7th Floor, Worsley Building, LGI Site
(MS Teams option for presenters)**

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: Suzanne Clark & Mike Baker, Non-Executive Director, Mark Burton, Ass Non-Executive Director | Information | Linda Pollard | - |
| | 2 | Welcome and Introductions: Jane Nixon, Non-Executive Director Jonny Gamble, Interim Director of Finance Rachel Woodman, Ass NED final meeting Observing: Eve Hartrick, Director of Finance, Leeds Hospitals Charity | Information | Linda Pollard | - |
| | 3 | Declarations of Interest | Governance | Linda Pollard | - |
| 2.35 | 4 | Patient Story: Adult Therapies – A Collaborative Approach to Rehab <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 | Rabina Tindale | Video |
| 2.45 | 5 | Draft Minutes of the Last Meeting 30 May 2024 | Approval | Linda Pollard | 5 |
| | 6 | Matters Arising <i>No items</i> | - | - | - |
| | 7 | Review of Action Tracker | Governance | Linda Pollard | 7 |
| 2.50 | 8.1 | Chair's Report | Receive, note | Linda Pollard | 8.1 |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|--|------------|--|----------------------------|---|--------------------|
| 2.55 | 8.2 | <i>(Endorse Chairs action for approvals)</i> Senior Independent Directors Report Appraisal of Trust Chair | & endorse Assurance | Chris Schofield | 8.2 |
| 3.00 | 9.1 | Chief Executive's Report <i>(Endorse consultant appointments)</i> | Receive & Approve | Prof Phil Wood | 9.1 |
| 3.10 | 9.2 | Army Covenant | Information | Prof Phil Wood Tim Stansfield Ben Grange | Presentation |
| Operational Context: | | | | | |
| 10 Quality & Performance | | | | | |
| 3.30 | 10.1 | IQPR (Performance of the Trust) Report by Exception | Assurance Information | Executive Team | 10.1 |
| 3.40 | 10.2 | Chief Nurse Establishment Review | Assurance | Rabina Tindale | 10.2 |
| 11 Risk | | | | | |
| 3.50 | 11.1 | Corporate Risk Register | Assurance | Prof Phil Wood | 11.1 |
| - | 11.2 | Annual Fire Report | Assurance | Craige Richardson | 11.2 |
| 12 Assurance from Board Committees | | | | | |
| 3.55 | 12.1(i) | Quality Assurance Committee Chairs Report 20 June 2024 | Assurance | Laura Stroud Magnus Harrison Rabina Tindale | 12.1(i) |
| - | - | | | | - |
| - | 12.1 (iii) | Complaints – PALS Report | Assurance | Rabina Tindale | 12.1(iii) |
| - | 12.1(iv) | Learning Disabilities and Autism Annual Report | Assurance | Rabina Tindale | 12.1(iv) |
| - | 12.(v) | Healthcare Acquired Infection Annual Report | Assurance | Magnus Harrison | 12.1(v) |
| Finance & Performance Committee | | | | | |
| 4.00 | 12.2(i) | Chairs Report May & June 2024 | Assurance | Gillian Taylor Clare Smith | 12.2(i) |
| 4.05 | 12.2(ii) | Verbal Summary Update from the Meeting held 24 July 2024 | Assurance | Jonny Gamble | Verbal |
| Audit Committee | | | | | |
| 4.10 | 12.3 | Chairs Report 26 June 2024 | Assurance | Phil Corrigan Jonny Gamble | 12.3 |
| Workforce Committee | | | | | |
| 4.15 | 12.4 | Chairs Report 18 July 2024 | Assurance | Amanda Stainton Jenny Lewis | To Follow |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|-------------------------------------|---------------------|---|-------------|-------------------------------|--------------------|
| 4.20 | 12.5 | Remuneration Committee Chairs Report 14 March & 27 June 2024 | Assurance | Linda Pollard | 12.5 |
| Comfort Break | | | | | |
| 13 Strategy and Planning | | | | | |
| | 13.1 | Building the Leeds Way | Assurance | Prof Phil Wood | 13.1 |
| 4.25 | 13.2(i) 13.2(ii) | Trust Strategy Framework Update <i>Supporting Strategies;</i> <ul style="list-style-type: none"> • Trust Strategy • Clinical Services Strategy • Operational Strategy • Patient Safety and Quality • DIT • LET • Improvement • People Priorities • Estates • Finance | Assurance | James Goodyear | 13.2(i) |
| | | | Assurance | James Goodyear | 13.2(ii) |
| 4.30 | 13.3 | Nursing & Midwifery Strategy Annual Update https://youtu.be/6xWqhbvmNrM | Assurance | Rabina Tindale | 13.3 |
| 14 Governance and Regulation | | | | | |
| 4.40 | 14.1 | Safeguarding Annual Report | Assurance | Karen Sykes | 14.1 |
| 4.50 | 14.2 | Speak Up Executive Report Appendix A – FTSU Self-Assessment | Assurance | Prof Phil Wood Jenny Lewis | 14.2 |
| 5.00 | 14.3 | Insurance Cover for Directors | Assurance | Jo Bray | 14.3 |
| 15 Items for Information | | | | | |
| - | 15.1 | Forward Planner <i>NB appointments all issued through to 2025/26</i> | Information | Linda Pollard | 15.1 |
| 16 Standing Agenda Items | | | | | |
| | | 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) | Discussion | Linda Pollard | - |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|--|-----------|---|--------------------------|---------------|--------------------|
| | | Legal Advice <i>Consideration of any issues from the meeting</i> Regulators - CQC or NHS England, ICB/Place issues <i>Any issues to be reported/escalated</i> Communication Issues <i>Any issues internally or externally to be address</i> | | | |
| | 17 | Review of Meeting and Effectiveness | Discussion | Jo Bray | - |
| 5.05 | 18 | Any Other Business | Discussion / Information | Linda Pollard | - |
| | 19 | Date of Next Meeting | | | |
| The next formal Board meeting will take place on Thursday 26 September 2024 meeting – Location Chapel Allerton Hospital AGM – afternoon of 25 September 2024 – location Gledhow Seminar Rooms, SJUH | | | | | |

| Additional information (Blue Box) | | |
|-----------------------------------|---|-------------------|
| 11.2 | Annual Fire Report | Craige Richardson |
| 12.1(ii) | Learning from Deaths Q4 Report | Magnus Harrison |
| 12.1(iii) | Complaints Annual Report | Rabina Tindale |
| 12.1(iv) | Learning Disabilities and Autism Annual Report | Rabina Tindale |
| 12.1(v) | Healthcare Acquired Infection Annual Report | Rabina Tindale |
| 13.1 | Building the Leeds Way | Prof Phil Wood |
| 13.2(ii) | Supporting Strategies; <ul style="list-style-type: none"> • Trust Strategy • Clinical Services Strategy • Operational Strategy • Patient Safety and Quality • DIT • LET • Improvement • People Priorities • Communications • Estates • Finance | James Goodyear |
| 15.1 | Forward Planner (2024/25) | 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