

**THURSDAY 26 SEPTEMBER 2024 AT 2.30pm
PUBLIC BOARD
AGENDA**

**Meeting Rooms, Ground Floor, Biomedical Research Centre, Chapel Allerton
Hospital**

**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: Jane Nixon, Non-Executive Director (NED), and, Mark Burton, NED to exit at 3pm | Information | Linda Pollard | - |
| | 2 | Welcome and Introductions: Jenny Ehrhardt, Director of Finance <i>Suzanne Clark, NED – final meeting</i> Observing: Eve Hartrick, Director of Finance, Leeds Hospitals Charity And, Helen Jeremiah | Information | Linda Pollard | - |
| | 3 | Declarations of Interest | Governance | Linda Pollard | - |
| 2.35 | 4 | Patient Story: Azra’s Story https://www.youtube.com/watch?v=kHA51sNw6q0 <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 25 July 2024 | 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 | | | |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|------|----------------------------------|--|--|---|--|
| | | <i>(Endorse Chairs action for approvals)</i> | Receive, note & endorse | Linda Pollard | 8.1 |
| 3.00 | 9.1 | Chief Executive's Report <i>(Endorse consultant appointments)</i> | Receive & Approve | Prof Phil Wood | 9.1 |
| | | Operational Context: | | | |
| | 10 | Quality & Performance | | | |
| 3.10 | 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 |
| | 12 | Assurance from Board Committees | | | |
| 3.25 | 12.1(i) 12.1(ii) 12.1(iii) | Quality Assurance Committee Chairs Report 7 Aug 2024 <i>Annual Assurance from CQC Inspections</i> <i>Q4 Learning from Deaths</i> | Assurance <i>Assurance</i> <i>Assurance</i> | Laura Stroud Magnus Harrison Rabina Tindale <i>Magnus Harrison</i> | 12.1(i) <i>12.1(ii)</i> <i>12.1(iii)</i> |
| 3.30 | 12.2(i) | Finance & Performance Committee Chairs Report July & Aug 2024 | Assurance | Gillian Taylor Clare Smith Jenny Ehrhardt | 12.2(i) |
| 3.35 | 12.2(ii) | Verbal Summary Update from the Meeting held 25 Sept 2024 | Assurance | Mark Burton | Verbal |
| 3.40 | 12.3 | Audit Committee Chairs Report 5 Sept 2024 | Assurance | Suzanne Clark Jenny Ehrhardt | 12.3 |
| 3.45 | 12.4 | Workforce Committee Chairs Report 19 Sept 2024 | Assurance | Amanda Stainton Jenny Lewis | To Follow |
| 3.50 | Comfort Break | | | | |
| | 13 | Strategy and Planning | | | |
| 4.00 | 13.1 13.2(i) 13.2(ii) | <i>Building the Leeds Way</i> Sustainability Update <i>(15 mins pres, 10 mins Q&As)</i> <i>Sustainability Annual Report</i> | Assurance Information Assurance <i>Assurance</i> | Prof Phil Wood Craig Richardson <i>Craig Richardson</i> | 13.1 Presentation <i>13.2(ii)</i> |

| Time | Item | Paper Title | Purpose | Presenter | Paper No. / Verbal |
|---|-----------|--|--------------------------|-----------------------------------|--------------------|
| | 14 | Governance and Regulation | | | |
| 4.25 | 14.1(i) | Standing Orders Update | Approval | Jo Bray | 14.1(i) |
| | 14.1(ii) | Review of the WYAAT MoU | Information | Jo Bray | 14.1(ii) |
| 4.30 | 14.2 | Medical Revalidation Annual Report | Assurance | Magnus Harrison Liz Garthwaite | 14.2 |
| | 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 | | | |
| | | <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 | - |
| 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 28 November 2024 meeting – Location Gledhow Seminar Rooms, SJUH | | | | | |

| Additional information (Blue Box) | | |
|--|---------------------------------------|-------------------|
| 12.1(ii) | Annual Assurance from CQC Inspections | Rabina Tindale |
| 12.1(iii) | Q4 Learning from Deaths | Magnus Harrison |
| 13.1 | Building the Leeds Way | Jenny Ehrhardt |
| 14.1(ii) | Review of the WYAAT MoU | Jo Bray |
| 13.2(ii) | Sustainability Annual Report | Craige Richardson |
| 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