

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 4 AUGUST 2011 FROM 10AM IN THE C J BOND ROOM, CLINICAL EDUCATION CENTRE, LEICESTER ROYAL INFIRMARY

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES FOR ABSENCE Mr M Lowe-Lauri, Chief Executive and Ms K Jenkins, Non-Executive Director.	-	Chairman	-
2.	DECLARATION OF INTERESTS	-	Chairman	10am – 10.01am
	Members of the Trust Board and other persons attending are asked to declare any interests they may have in the business on the public agenda (Standing Order 7 refers). Unless the Trust Board agrees otherwise in the case of a non-prejudicial interest, the person concerned shall withdraw from the meeting room and play no part in the relevant discussion or decision.			
3.	CHAIRMAN'S ANNOUNCEMENTS		Chairman	10.01am – 10.03am
4.	MINUTES			
	Minutes of the meetings held on 7 and 21 July 2011. <i>For approval</i>	A & A1	Chairman	10.03am – 10.04am
5.	MATTERS ARISING			
	Matters arising from the meetings held on 7 and 21 July 2011. <i>For approval</i>	B	Chairman	10.04am – 10.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT			
6.1	REPORT FOR AUGUST 2011 <i>For information</i>	C	Chief Executive	10.10am – 10.20am
7.	QUALITY, FINANCE AND PERFORMANCE			
7.1	QUALITY AND PERFORMANCE REPORT (MONTH 3) <i>For discussion and assurance</i>	D	Chief Operating Officer/Chief Nurse	10.20am – 10.45am
7.2	LLR URGENT AND EMERGENCY CARE SYSTEM IMPROVEMENT PROGRAMME, AND ED TRANSFORMATIONAL CHANGE PROGRAMME – UPDATE <i>For discussion and assurance</i>	E	Chief Operating Officer/Chief Nurse	10.45am – 11am
7.3	CARPARKING CHARGES <i>for approval</i>	F	Director of Strategy	11am - 11.20am

7.4	FINANCE AND PERFORMANCE COMMITTEE Minutes of the meeting held on 29 June 2011 and cover sheet detailing the issues discussed at the meeting held on 28 July 2011 (formal Minutes to the 1 September 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	G & G1	Finance and Performance Committee Chair	11.20am – 11.25am
8.	HUMAN RESOURCES			
8.1	VOLUNTARY SEVERANCE SCHEME <i>for approval</i>	H		11.25am – 11.45am
9.	REPORT FROM THE MEDICAL DIRECTOR			
9.1	MEDICAL REVALIDATION <i>for assurance</i>	I	Medical Director	11.45am – 12noon
10.	RISK			
10.1	STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK – NEW FORMAT <i>For discussion and assurance</i>	J	Medical Director	12noon – 12.20pm
11.	REPORTS FROM BOARD COMMITTEES			12.20pm – 12.25pm
11.1	AUDIT COMMITTEE The next meeting of the Audit Committee will be held on 6 September 2011.		-	
11.2	GOVERNANCE AND RISK MANAGEMENT COMMITTEE Minutes of the 30 June 2011 meeting and cover sheet detailing the issues discussed at the meeting held on 28 July 2011 (formal Minutes to the 1 September 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	K & K1	GRMC Chair	
11.3	RESEARCH AND DEVELOPMENT COMMITTEE Minutes of the 11 July 2011 meeting. <i>For noting and endorsement of any recommendations</i>	L	Research and Development Committee Chair	
11.4	WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE Minutes of the rescheduled 4 July 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	M	Workforce and Organisational Development Committee Chair	
12.	CORPORATE TRUSTEE BUSINESS			12.25pm – 12.35pm
12.1	CHARITABLE FUNDS COMMITTEE To note the cancellation of the meeting scheduled for 8 July 2011. A report seeking Trust Board approval (as corporate Trustee) for a number of charitable funds applications is therefore attached. <i>For approval.</i>	N	Director of Finance and Procurement	
13.	TRUST BOARD BULLETIN – AUGUST 2011 To note that no items were circulated for the August		-	

	2011 Trust Board Bulletin.			
14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANACTED AT THIS MEETING		Chairman	12.35pm – 12.45pm
15.	ANY OTHER BUSINESS		Chairman	12.45pm – 12.50pm
16.	DATE OF NEXT MEETING			
	Thursday 1 September 2011 at 10am in rooms 2 & 3, Clinical Education Centre, Glenfield Hospital.			
<i>Comfort break</i>				
17.	EXCLUSION OF THE PRESS AND PUBLIC It is recommended that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and members of the public be excluded from the following items of business, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest (items 18-27).			
18.	DECLARATIONS OF INTERESTS Members of the Trust Board and other persons attending are asked to declare any interests they may have in the business on the public agenda (Standing Order 7 refers). Unless the Trust Board agrees otherwise in the case of a non-prejudicial interest, the person concerned shall withdraw from the meeting room and play no part in the relevant discussion or decision.			
19.	CONFIDENTIAL MINUTES Confidential Minutes of the meetings held on 7 and 21 July 2011. <i>For approval</i>	O & O1	Chairman	1pm – 1.05pm
20.	MATTERS ARISING Confidential matters arising from the meetings held on 7 and 21 July 2011. <i>For approval</i>	P	Chairman	1.05pm – 1.10pm
21.	REPORT FROM THE DIRECTOR OF STRATEGY	Q	Director of Strategy	1.10pm – 2pm
22.	REPORT FROM THE DIRECTOR OF FINANCE AND PROCUREMENT	R	Director of Finance and Procurement	2pm – 2.15pm
23.	REPORT FROM THE DIRECTOR OF HUMAN RESOURCES	S	Director of Human Resources	2.15pm – 2.20pm
24.	TRUST BOARD BULLETIN	T	-	
25.	REPORTS FROM BOARD COMMITTEES			2.20pm – 2.25pm
25.1	FINANCE AND PERFORMANCE COMMITTEE Confidential Minutes of the 29 June 2011 meeting.	U	Finance and Performance	

	<i>For noting and endorsement of any recommendations</i>		Committee Chair	
25.2	GRMC Confidential Minutes of the 30 June 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	V	GRMC Chair	
25.3	REMUNERATION COMMITTEE Confidential Minutes of the 7 July 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	W	Remuneration Committee Chair	
26.	ANY OTHER BUSINESS			2.25pm – 2.35pm
27.	EVALUATION OF THE MEETING		Chairman	2.35pm – 2.40pm

Helen Stokes
Senior Trust Administrator