

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 6 OCTOBER 2011 FROM 9.30AM IN ROOMS 1A & 1B, GWENDOLEN HOUSE, LEICESTER GENERAL HOSPITAL SITE**

**AGENDA**

**Please take papers as read and note the change in start time**

<b>Item no.</b>	<b>Item</b>	<b>Paper ref:</b>	<b>Lead</b>	<b>Discussion time</b>
1.	<b>APOLOGIES FOR ABSENCE</b>	-	<b>Chairman</b>	-
2.	<b>DECLARATION OF INTERESTS</b>	-	<b>Chairman</b>	9.30am – 9.31am
	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.	<b>CHAIRMAN'S ANNOUNCEMENTS</b>		<b>Chairman</b>	9.31am – 9.33am
4.	<b>MINUTES</b>			
	Minutes of the meeting held on 1 September 2011. <i>For approval</i>	<b>A</b>	<b>Chairman</b>	9.33am – 9.34am
5.	<b>MATTERS ARISING</b>			
	Matters arising from the meeting held on 1 September 2011. <i>For approval</i>	<b>B</b>	<b>Chairman</b>	9.34am – 9.35am
6.	<b>CARPARKING CHARGES</b> <i>For approval</i>	<b>C</b>	<b>Director of Strategy</b>	9.35am – 9.50am
7.	<b>REPORT FROM THE CHIEF EXECUTIVE</b>			
7.1	<b>MONTHLY REPORT – OCTOBER 2011</b> <i>For information</i>	<b>D</b>	<b>Chief Executive</b>	9.50am – 9.55am
8.	<b>QUALITY, FINANCE AND PERFORMANCE</b>			
8.1	<b>EMERGENCY AND URGENT CARE SYSTEM, AND LLR WINTER PLANNING</b> <i>For discussion and assurance</i>	<b>E</b>	<b>Chief Operating Officer/Chief Nurse/Joint Chief Executive NHSLCR/LC</b>	9.55am – 10.35am
8.2	<b>QUALITY AND PERFORMANCE REPORT (MONTH 5)</b> <i>For discussion and assurance</i>	<b>F</b>	<b>Chief Operating Officer/Chief Nurse</b>	10.35am – 10.50am
8.3	<b>PROGRESS AGAINST THE 2011-12</b>	<b>G</b>	<b>Director of</b>	10.50am –

	<b>STABILISATION TO TRANSFORMATION PLAN</b> <i>For discussion and assurance</i>		<b>Finance and Procurement</b>	11.25am
<b>8.4</b>	<b>FINANCE AND PERFORMANCE COMMITTEE</b> Minutes of the meeting held on 24 August 2011 and cover sheet detailing the issues discussed at the meeting held on 28 September 2011 (formal Minutes to the 3 November 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	<b>H &amp; H1</b>	<b>Finance and Performance Committee Chair</b>	11.25am - 11.26am
<b>8.5</b>	<b>MATERNITY AND GYNAECOLOGY SERVICE DEVELOPMENT</b> <i>For approval</i>	<b>I</b>	<b>Director of Finance and Procurement</b>	11.26am – 11.41am
<b>8.6</b>	<b>NHS LITIGATION AUTHORITY ACCREDITATION</b> <i>For discussion</i>	<b>J</b>	<b>Medical Director</b>	11.41am – 11.56am
<b>9.</b>	<b>RISK</b>			
<b>9.1</b>	<b>STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK</b> <i>For discussion and assurance</i>	<b>K</b>	<b>Medical Director</b>	11.56am – 12.11pm
<b>10.</b>	<b>IM&amp;T</b>			
<b>10.1</b>	<b>UHL IT STRATEGY</b> <i>For endorsement</i>	<b>L</b>	<b>Director of Strategy</b>	12.11pm – 12.21pm
<b>11.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			12.21pm – 12.24pm
<b>11.1</b>	<b>AUDIT COMMITTEE</b> Minutes of the rescheduled 30 September 2011 Audit Committee meeting will be submitted to the 3 November 2011 Trust Board.		-	
<b>11.2</b>	<b>GOVERNANCE AND RISK MANAGEMENT COMMITTEE</b> Minutes of the 25 August 2011 meeting and cover sheet detailing the issues discussed at the meeting held on 29 September 2011 (formal Minutes to the 3 November 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	<b>M &amp; M1</b>	<b>GRMC Chair</b>	
<b>11.3</b>	<b>RESEARCH AND DEVELOPMENT COMMITTEE</b> Minutes of the 12 September 2011 meeting. <i>For noting and endorsement of any recommendations</i>	<b>N</b>	<b>Research and Development Committee Chair</b>	
<b>11.4</b>	<b>WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE</b> Minutes of the 19 September 2011 meeting. <i>For noting and endorsement of any recommendations</i>	<b>O</b>	<b>Workforce and Organisational Development Committee Chair</b>	
<b>12.</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			12.24pm – 12.25pm
<b>12.1</b>	<b>CHARITABLE FUNDS COMMITTEE</b> Minutes of the 2 September 2011 meeting. <i>For approval and endorsement of any recommendations</i>	<b>P</b>	<b>Charitable Funds Committee Chair</b>	

13.	<b>TRUST BOARD BULLETIN – AUGUST 2011</b> <i>For information</i>	Q	-	
14.	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANACTED AT THIS MEETING</b>		Chairman	12.25pm – 12.45pm
15.	<b>ANY OTHER BUSINESS</b>		Chairman	12.45pm – 12.50pm
16.	<b>DATE OF NEXT MEETING</b>			
	<b>Thursday 3 November 2011</b> at <b>10am</b> in Rooms A & B, Education Centre, Leicester General Hospital.			
17.	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> 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 17-29).			
<i>10 minute comfort break</i>				
18.	<b>DECLARATIONS OF INTERESTS</b> 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.			1pm – 1.01pm
19.	<b>CONFIDENTIAL MINUTES</b> Confidential Minutes of the meeting held on 1 September 2011. <i>For approval</i>	R	Chairman	1pm – 1.02pm
20.	<b>MATTERS ARISING</b> Confidential matters arising from the meeting held on 4 August 2011. <i>For approval</i>	S	Chairman	1.02pm – 1.35pm
20.1	<u>Report by the Director of Strategy (Minute 263/11/1)</u>			
	Director of Strategy to report verbally.		<b>Director of Strategy</b>	
20.2	<u>Report by the Director of Strategy (Minute 265/11/1)</u>			
	Director of Strategy to report verbally.		<b>Director of Strategy</b>	
21.	<b>REPORT FROM THE DIRECTOR OF FINANCE AND PERFORMANCE</b>	T (to follow)	Director of Finance and Procurement	1.35pm – 2.05pm
22.	<b>REPORT FROM THE CHIEF OPERATING OFFICER/CHIEF NURSE</b>	AA (to follow)	Chief Operating Officer/Chief Nurse	2.05pm – 2.35pm

23.	<b>REPORT FROM THE DIRECTOR OF HUMAN RESOURCES</b>	<b>U</b>	<b>Director of Human Resources</b>	2.35pm – 2.40pm
24.	<b>REPORT FROM THE CHIEF EXECUTIVE</b>	<b>V</b>	<b>Chief Executive</b>	2.40pm – 2.50pm
25.	<b>TRUST BOARD BULLETIN</b>	<b>W</b>	-	
26.	<b>REPORTS FROM BOARD COMMITTEES</b>			2.50pm - 2.55pm
26.1	<b>FINANCE AND PERFORMANCE COMMITTEE</b> Cover sheet detailing the issues discussed at the meeting held on 28 September 2011 (formal Minutes to the 3 November 2011 Trust Board). <i>For noting</i>	<b>X</b>	<b>Finance and Performance Committee Chair</b>	
26.2	<b>GRMC</b> Confidential Minutes of the 25 August 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>Y &amp; Y1</b>	<b>GRMC Chair</b>	
27.	<b>CORPORATE TRUSTEE BUSINESS</b>			2.55pm – 2.56pm
27.1	<b>CHARITABLE FUNDS COMMITTEE</b> Confidential Minutes of the 2 September 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>Z</b>	<b>Charitable Funds Committee Chair</b>	
28.	<b>ANY OTHER BUSINESS</b>	-		2.56pm – 2.57pm
29.	<b>EVALUATION OF THE MEETING</b>		<b>Chairman</b>	2.57pm – 3pm

Helen Stokes  
**Senior Trust Administrator**