

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 7 JULY 2011 FROM 10AM IN ROOMS 1A & 1B,  
GWENDOLEN HOUSE, LEICESTER GENERAL HOSPITAL SITE**

**AGENDA**

**Please take papers as read**

<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>	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.	<b>CHAIRMAN'S ANNOUNCEMENTS</b>		<b>Chairman</b>	10.01am– 10.03am
4.	<b>MINUTES</b>			
	Minutes of the meetings held on 2 and 23 June 2011. <i>For approval</i>	<b>A &amp; A1</b>	<b>Chairman</b>	10.03am– 10.04am
5.	<b>MATTERS ARISING</b>			
	Matters arising from the meetings held on 2 and 23 June 2011. <i>For approval</i>	<b>B</b>	<b>Chairman</b>	10.04am - 10.05am
6.	<b>PATIENT EXPERIENCE</b>			
6.1	<b>PATIENT STORY – WOMEN'S AND CHILDREN'S DIVISION</b> <i>For assurance</i>	<b>C</b>	<b>Chief Operating Officer/Chief Nurse</b>	20 minutes
7.	<b>CHIEF EXECUTIVE'S MONTHLY REPORT</b>			
7.1	<b>REPORT FOR JULY 2011</b> <i>For information</i>	<b>D</b>	<b>Chief Executive</b>	5 minutes
8.	<b>QUALITY, FINANCE AND PERFORMANCE</b>			
8.1	<b>QUALITY AND PERFORMANCE REPORT (MONTH 2)</b> <i>For discussion and assurance</i>	<b>E</b>	<b>Chief Operating Officer/Chief Nurse</b>	20 minutes
8.2	<b>LLR URGENT AND EMERGENCY CARE SYSTEM IMPROVEMENT PROGRAMME, AND ED TRANSFORMATIONAL CHANGE PROGRAMME – UPDATE</b>	<b>F</b>	<b>Chief Operating Officer/Chief Nurse</b>	20 minutes

	<i>For discussion and assurance</i>			
<b>8.3</b>	<b>FINANCE AND PERFORMANCE COMMITTEE</b> Minutes of the meeting held on 25 May 2011 and cover sheet detailing the issues discussed at the meeting held on 29 June 2011 (formal Minutes to the 4 August 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	<b>G &amp; G1</b>	<b>Finance and Performance Committee Chair</b>	1 minute
<b>9.</b>	<b>STRATEGY</b>			
<b>9.1</b>	<b>ANNUAL PLANNING FRAMEWORK 2012-13</b> <i>For discussion and assurance</i>	<b>H</b>	<b>Director of Strategy</b>	15 minutes
<b>10.</b>	<b>RISK</b>			
<b>10.1</b>	<b>STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK – NEW FORMAT</b> <i>For discussion and assurance</i>	<b>I</b>	<b>Medical Director</b>	20 minutes
<b>11.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			5 minutes
<b>11.1</b>	<b>AUDIT COMMITTEE</b> Minutes of the meeting held on 31 May 2011. <i>For noting and endorsement of any recommendations.</i>	<b>J</b>	<b>Audit Committee Chair</b>	
<b>11.2</b>	<b>GOVERNANCE AND RISK MANAGEMENT COMMITTEE</b> Minutes of the 26 May 2011 meeting and cover sheet detailing the issues discussed at the meeting held on 30 June 2011 (formal Minutes to the 4 August 2011 Trust Board). <i>For noting and endorsement of any recommendations</i>	<b>K &amp; K1</b>	<b>GRMC Chair</b>	
<b>11.3</b>	<b>RESEARCH AND DEVELOPMENT COMMITTEE</b> Minutes of the 13 June 2011 meeting. <i>For noting and endorsement of any recommendations</i>	<b>L</b>	<b>Research and Development Committee Chair</b>	
<b>11.4</b>	<b>WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE</b> Minutes of the rescheduled 4 July 2011 meeting will be submitted to the 4 August 2011 Trust Board.		-	
<b>12.</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			2 minutes
<b>12.1</b>	<b>CHARITABLE FUNDS COMMITTEE</b> Minutes of the rescheduled 6 June 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>M</b>	<b>Charitable Funds Committee Chair</b>	
<b>13.</b>	<b>TRUST BOARD BULLETIN – JULY 2011</b> <i>For noting only</i>	<b>N</b>	-	
<b>14.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANACTED AT THIS MEETING</b>		<b>Chairman</b>	5 minutes
<b>15.</b>	<b>ANY OTHER BUSINESS</b>		<b>Chairman</b>	5 minutes

16.	<b>DATE OF NEXT MEETING</b>			
	<b>Thursday 4 August 2011 at 10am in the C J Bond Room, Clinical Education Centre, Leicester Royal Infirmary.</b>			
<i>Comfort break</i>				
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 18-29).			
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.			
19.	<b>CONFIDENTIAL MINUTES</b> Confidential Minutes of the meetings held on 2 and 23 June 2011. <i>For approval</i>	<b>O &amp; O1</b>	<b>Chairman</b>	2 minutes
20.	<b>MATTERS ARISING</b> Confidential matters arising from the meetings held on 2 and 23 June 2011. <i>For approval</i>	<b>P</b>	<b>Chairman</b>	1 minute
20.1	<u>Report from the Director of Strategy (Minute 176/11/2)</u>	-	<b>Director of Strategy</b>	5 minutes
	Director of Strategy to provide a verbal update.			
21.	<b>REPORT FROM THE CHIEF OPERATING OFFICER/CHIEF NURSE AND THE DIRECTOR OF FINANCE AND PROCUREMENT</b>	<b>Q To be tabled</b>	<b>Chief Operating Officer/Chief Nurse/ Director of Finance and Procurement</b>	1 hour
22.	<b>REPORT FROM THE MEDICAL DIRECTOR</b>	<b>R</b>	<b>Medical Director</b>	15 minutes
23.	<b>REPORTS FROM THE DIRECTOR OF HUMAN RESOURCES</b>	<b>S-S2</b>	<b>Director of Human Resources</b>	15 minutes
24.	<b>REPORT FROM THE DIRECTOR OF STRATEGY</b>	<b>T</b>	<b>Director of Strategy</b>	10 minutes
25.	<b>CONFIDENTIAL TRUST BOARD BULLETIN</b>	<b>U</b>	-	
26.	<b>REPORTS FROM BOARD COMMITTEES</b>			5 minutes
26.1	<b>FINANCE AND PERFORMANCE COMMITTEE</b>	<b>V</b>	<b>Finance and</b>	

	Confidential Minutes from the 25 May 2011 meeting. <i>For noting and endorsement of any recommendations</i>		<b>Performance Committee Chair</b>	
<b>26.2</b>	<b>GRMC</b> Confidential Minutes of the 26 May 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>W</b>	<b>GRMC Chair</b>	
<b>26.3</b>	<b>REMUNERATION COMMITTEE</b> Confidential Minutes of the 2 June 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>X</b>	<b>Remuneration Committee Chair</b>	
<b>27.</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			1 minute
<b>27.1</b>	<b>CHARITABLE FUNDS COMMITTEE</b> Confidential Minutes of the 6 June 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	<b>Y</b>	<b>Charitable Funds Committee Chair</b>	
<b>28.</b>	<b>ANY OTHER BUSINESS</b>			2 minutes
<b>29.</b>	<b>EVALUATION OF THE MEETING</b>		<b>Chairman</b>	10 minutes

Helen Stokes  
**Senior Trust Administrator**