

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON MONDAY 28 MAY 2012 FROM 10AM IN
ROOMS 1A & 1B, GWENDOLEN HOUSE, LEICESTER GENERAL HOSPITAL SITE***

AGENDA

**Please take papers as read*

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES FOR ABSENCE AND WELCOME To receive apologies for absence.	-	Chairman	-
2.	DECLARATION OF INTERESTS	-	Chairman	
	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	10am – 10.02am
4.	MINUTES			
	Minutes of the 26 April 2012 Trust Board meeting. <i>For approval</i>	A	Chairman	10.02am – 10.04am
5.	MATTERS ARISING			
	Matters arising from the 26 April 2012 meeting. <i>For approval</i>	B	Chairman	10.04am – 10.15am
6.	PATIENT EXPERIENCE			
6.1	PATIENT STORY <i>For information</i>	C (to follow)	Chief Operating Officer/Chief Nurse	10.15am – 10.45am
7.	MONTHLY REPORT FROM THE CHIEF EXECUTIVE – MAY 2012 UPDATE <i>For discussion</i>	D	Chief Executive	10.45am – 10.55am
8.	QUALITY, FINANCE AND PERFORMANCE			
8.1	MONTH 1 QUALITY FINANCE AND PERFORMANCE REPORT <i>For assurance</i>	E - G	Executive Directors	10.55am – 11.55am
	Consideration of this item will be structured as follows:-			
8.1.1	The Non-Executive Director Chairs of the GRMC and Finance and Performance Committee will be invited to comment verbally on the month 1 position, as considered at their meetings on 21 and 23 May 2012 respectively. Minutes of their Committee			

8.1.2	meetings held on 21 and 25 April 2012 respectively are also attached for noting and endorsement of any recommendations. Lead Executive Directors (Chief Operating Officer/Chief Nurse/Medical Director, Director of Human Resources and Director of Finance and Procurement) will then be invited to comment on their respective sections of the month 1 report.			
8.1.3	All Trust Board members will then be invited to make any further comments/queries on the month 1 report.			
9.	RISK			
9.1	STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK <i>For discussion and assurance</i>	H	Medical Director	11.55am – 12.20pm
10.	REPORTS FROM BOARD COMMITTEES			12.20pm – 12.22pm
10.1	AUDIT COMMITTEE Draft Minutes of the 18 April 2012 Audit Committee. <i>For noting and endorsement of any recommendations</i>	I	Audit Committee Chair	
10.2	RESEARCH AND DEVELOPMENT COMMITTEE Minutes of the 14 May 2012 meeting will be submitted to the next Trust Board meeting.	-		
10.3	WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE Minutes from the next meeting on 25 June 2012 will be submitted to the 26 July 2012 Trust Board.	-		
11.	CORPORATE TRUSTEE BUSINESS			12.22pm – 12.23pm
11.1	CHARITABLE FUNDS COMMITTEE Minutes of the 11 May 2012 meeting. <i>For noting and endorsement of any recommendations</i>	J	Charitable Funds Committee Chair	
12.	TRUST BOARD BULLETIN – MAY 2012	K	-	
13.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING		Chairman	12.23pm – 12.43pm
14.	ANY OTHER BUSINESS		Chairman	12.43pm – 12.45pm
15.	DATE OF NEXT MEETING			
	Thursday 7 June 2012 from 10am in rooms 1A & 1B, Gwendolen House, LGH site.			
16.	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 17-27).			
15 minute comfort break				
17.	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.			
18.	CONFIDENTIAL MINUTES Confidential Minutes of the 26 April 2012 meeting. <i>For approval</i>	L	Chairman	1pm – 1.01pm
19.	MATTERS ARISING Confidential matters arising from the 26 April 2012 meeting. <i>For approval</i>	M	Chairman	1.01pm – 1.15pm
20.	REPORT FROM THE MEDICAL DIRECTOR	verbal	Medical Director	1.15pm – 1.30pm
21.	REPORTS FROM THE DIRECTOR OF STRATEGY	N – N1	Director of Strategy	1.30pm – 2.30pm
22.	REPORT FROM THE CHIEF EXECUTIVE	O	Chief Executive	2.30pm – 3pm
23.	CONFIDENTIAL TRUST BOARD BULLETIN	P	-	
24.	REPORTS FROM BOARD COMMITTEES			3pm – 3.03pm
24.1	AUDIT COMMITTEE Confidential Minutes of the 18 April 2012 meeting. <i>For noting and endorsement of any recommendations</i>	Q	Audit Committee Chair	
24.2	FINANCE AND PERFORMANCE COMMITTEE Confidential Minutes of the 25 April 2012 meeting. Committee Chair to report verbally on the 23 May 2012 meeting. <i>For noting and endorsement of any recommendations</i>	R	Finance and Performance Committee Chair	
24.3	GOVERNANCE AND RISK MANAGEMENT COMMITTEE Confidential Minutes of the 23 April 2012 meeting. GRMC Chair to report verbally on the 23 May 2012 meeting. <i>For noting and endorsement of any recommendations.</i>	S	GRMC Chair	
24.4	REMUNERATION COMMITTEE Minutes of the 26 April 2012 meeting. Minutes of the meetings held on 18 May and 25 May 2012 will be submitted to a future Trust Board. <i>For noting and endorsement of any recommendations.</i>	T	Trust Chairman	
25.	CORPORATE TRUSTEE BUSINESS			3.03pm – 3.04pm

25.1	CHARITABLE FUNDS COMMITTEE Confidential Minutes of the 11 May 2012 meeting. <i>For noting and endorsement of any recommendations.</i>	U	Charitable Funds Committee Chair	
26.	ANY OTHER BUSINESS	-	Chairman	3.04pm – 3.05pm
27.	MEETING EVALUATION	-	Chairman	3.05pm – 3.10pm

Helen Stokes
Senior Trust Administrator