

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 20 DECEMBER 2012 FROM 9AM IN THE
C J BOND ROOM, CLINICAL EDUCATION CENTRE, LEICESTER ROYAL INFIRMARY**

Public meeting commences at 12.30pm

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Discussion time
1.	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 1-11).			-
2.	APOLOGIES FOR ABSENCE AND WELCOME To receive apologies for absence.	-	Chairman	-
3.	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 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.			-
4.	CONFIDENTIAL MINUTES Confidential Minutes of the 29 November 2012 meeting. <i>For approval</i>	A	Chairman	9am – 9.05am
5.	MATTERS ARISING Confidential matters arising from the 29 November 2012 meeting. <i>For approval</i>	B	Chairman	9.05am – 9.10am
6.	REPORTS FROM THE INTERIM CHIEF EXECUTIVE	C – C2 (C1 & C2 to follow)	Interim Chief Executive	9.10am – 9.40am
7.	REPORTS FROM THE DIRECTOR OF FINANCE AND BUSINESS SERVICES	D – D5	Director of Finance and Business Services	9.40am – 10.40am
8.	REPORT FROM THE CHIEF NURSE/DEPUTY CHIEF EXECUTIVE	E – E2 (E2 to follow)	Chief Nurse/Deputy Chief Executive	10.40am – 11.05am
9.	REPORT FROM THE DIRECTOR OF COMMUNICATIONS AND EXTERNAL RELATIONS	F (to follow)	Director of Communications and External Relations	11.05am – 11.20am

10.	REPORT FROM THE CHAIRMAN AND THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	G	UHL Chairman/ Director of Corporate and Legal Affairs	11.20am – 11.40am
11.	REPORTS FROM THE MEDICAL DIRECTOR	H & H1	Medical Director	11.40am – 11.50am
12.	REPORTS FROM BOARD COMMITTEES			11.50am – 11.55am
12.1	AUDIT COMMITTEE Confidential Minutes of the 13 November 2012 meeting. <i>For noting</i>	I	Audit Committee Chair	
12.2	EMPATH PROGRAMME BOARD Minutes of the 23 November 2012 meeting. <i>For noting</i>	J (to follow)	Director of Human Resources/ Director of Finance and Business Services	
12.3	FINANCE AND PERFORMANCE COMMITTEE Confidential Minutes of the 28 November 2012 meeting. <i>For noting and endorsement of any recommendations</i>	K	Finance and Performance Committee Chair	
12.4	GOVERNANCE AND RISK MANAGEMENT COMMITTEE Confidential Minutes of the 26 November 2012 meeting. <i>For noting and endorsement of any recommendations</i>	L	GRMC Chair	
13.	ANY OTHER BUSINESS	-	Chairman	11.55am – 12noon
<i>comfort break prior to commencing the public section of the meeting (from 12noon to 12.30pm)</i>				
14.	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.			
15.	CHAIRMAN'S ANNOUNCEMENTS	-	Chairman	12.30pm – 12.32pm
16.	MINUTES			
	Minutes of the 29 November 2012 meeting. <i>For approval</i>	M	Chairman	12.32pm – 12.35pm
17.	MATTERS ARISING			
	Matters arising from the 29 November 2012 meeting. <i>For approval</i>	N (to follow)	Chairman	12.35pm – 12.40pm
18.	MONTHLY REPORT FROM THE INTERIM CHIEF EXECUTIVE – NOVEMBER 2012 UPDATE <i>For discussion</i>	O	Interim Chief Executive	12.40pm – 12.45pm

19.	QUALITY AND SAFETY			
19.1	CLINICAL QUALITY <i>For assurance</i>			
19.1.1	<u>'2 Good/2 Bad' Clinical Quality Issues</u>	Presentation	Chief Nurse/Deputy Chief Executive	12.45pm – 12.55pm
19.1.2	<u>UHL Quality & Safety Commitment 2012-2015</u>	P (to follow)	Chief Nurse/Deputy Chief Executive	12.55pm – 1.05pm
19.1.3	<u>Draft Patient Experience Strategy</u>	Q (to follow)	Chief Nurse/Deputy Chief Executive	1.05pm – 1.15pm
19.1.4	<u>National Nursing Strategy (Compassion in Practice)</u>	R	Chief Nurse/Deputy Chief Executive	1.15pm – 1.25pm
19.1.5	<u>Draft Clinical Strategy</u>	S	Medical Director	1.25pm – 1.35pm
20.	GOVERNANCE <i>For assurance</i>			
20.1	<u>FT Update</u>	T	Interim Chief Executive	1.35pm – 1.45pm
20.2	<u>Medical Appraisal/Revalidation</u>	U	Medical Director	1.45pm – 1.55pm
21.	QUALITY AND PERFORMANCE <i>For assurance</i>			
21.1	MONTH 8 QUALITY AND PERFORMANCE REPORT INCLUDING THE PROVIDER MANAGEMENT REGIME RETURN <i>For assurance and approval of the PMR return</i> Consideration of this item will be structured as follows:- Lead Executive Directors to comment on their respective sections of the month 8 report, specifically:-	V (to follow)	Executive Directors	1.55pm – 2.25pm
21.1.1	Chief Nurse/Deputy Chief Executive to report on the relevant sections of the month 8 report including any specific quality issues and to receive comments from the Governance and Risk Management Committee Chair .	-	Chief Nurse/ Deputy Chief Executive/ Governance and Risk Management Committee Chair	2.25pm – 2.30pm
21.1.2	Interim Director of Operations will introduce the monthly update on emergency care , for discussion.	W (to follow)	Interim Director of Operations	2.30pm – 2.40pm
21.1.3	Director of Finance and Business Services to report on the relevant sections of the month 8 report, including the 2012-13 financial recovery update , CIP 2012-13 delivery and transformation and to receive comments from the Finance and Performance Committee Chair .	X	Director of Finance and Business Services/Finance and Performance Committee Chair	2.40pm – 2.50pm
21.1.4	Director of Human Resources will then be invited to make any further comments/queries on the month 8 report and the Workforce and Organisational Development Committee Chair to note any issues arising from the 14 December 2012 meeting of that	-	Director of Human Resources/ Workforce and Organisational Development	2.50pm – 2.55pm

	Committee.		Committee Chair	
21.1.5	To receive the Minutes of the Governance and Risk Management and Finance and Performance Committee meetings held on 26 and 28 November 2012 for noting and endorsement of any recommendations.	Y & Z	Governance and Risk Management and Finance and Performance Committee Chairs	-
21.1.6	Interim Chief Executive will invite the Trust Board to <i>consider and approve</i> the Provider Management Regime return.	AA (to follow)	Interim Chief Executive	2.55pm – 3pm
22.	RISK			
22.1	STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK – UPDATE <i>For discussion and assurance</i>	BB	Chief Nurse/Deputy Chief Executive	3pm – 3.20pm
23.	REPORTS FROM BOARD COMMITTEES			3.20pm – 3.25pm
23.1	AUDIT COMMITTEE Minutes of the 13 November 2012 meeting. <i>For noting and endorsement of any recommendations</i>	CC	Audit Committee Chair	
23.2	RESEARCH AND DEVELOPMENT COMMITTEE To receive a note of the key issues considered at the 10 December 2012 meeting, the Minutes of which will be presented to the 31 January 2012 Trust Board.	DD		
24.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANACTED AT THIS MEETING	-	Chairman	3.25pm – 3.45pm
25.	ANY OTHER BUSINESS	-	Chairman	3.45pm – 3.50pm
26.	DATE OF NEXT MEETING			
	Thursday 31 January 2013 from 10am (Rooms A & B, Clinical Education Centre, Leicester General Hospital).	-		

Kate Rayns,
Trust Administrator