

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON MONDAY 22 DECEMBER 2014 FROM 10AM IN SEMINAR ROOMS A & B, CLINICAL EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

**Please note the new time for the public meeting and the new running order**

**Public meeting commences at 10am**

**AGENDA**

**Please take papers as read**

Item no.	Item	Paper ref:	Lead	Discussion time
1.	<b>APOLOGIES AND WELCOME</b>	-	Chairman	
	To receive apologies for absence from Dr A Bentley, Leicester City CCG Representative, and Professor D Wynford-Thomas, Non-Executive Director.			
2.	<b>DECLARATIONS OF INTERESTS</b>	-	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.	<b>MINUTES</b>			
	Minutes of the 27 November 2014 Trust Board meeting. <i>For approval</i>	A	Chairman	
4.	<b>MATTERS ARISING</b>			
	Action log from the 27 November 2014 meeting. <i>For approval</i>	B	Chairman	10am – 10.05am
5.	<b>CHAIRMAN'S MONTHLY REPORT – DECEMBER 2014</b> <i>For noting</i>	C (to follow)	Chairman	10.05am – 10.10am
6.	<b>CHIEF EXECUTIVE'S MONTHLY REPORT – DECEMBER 2014</b> <i>For noting</i>	D	Chief Executive	10.10am – 10.15am
7.	<b>KEY ISSUES FOR DECISION/DISCUSSION</b>			
7.1	<b>EMERGENCY CARE PERFORMANCE REPORT – INCLUDING THE LLR HEALTH ECONOMY ACTION PLAN FOLLOWING RECOMMENDATIONS FROM DR I STURGESS</b> <i>For discussion and decision</i>	E	Chief Operating Officer	10.15am – 10.50am
7.2	<b>UHL 5 YEAR PLAN REFRESH</b> <i>For discussion and decision</i>	G	Director of Strategy	10.50am – 11am
7.3	<b>DELIVERING THE 5 YEAR STRATEGY – PROPOSED GOVERNANCE</b> <i>For discussion and decision</i>	H	Director of Strategy	11am – 11.05am

7.4	<b>BETTER CARE TOGETHER PROGRAMME – STRATEGIC OUTLINE CASE AND PROJECT INITIATION DOCUMENT</b> <i>For approval</i>	I	Chief Executive	11.05am – 11.15am
<b>8.</b>	<b>QUALITY AND PERFORMANCE</b>			
8.1	<b>QUALITY AND PERFORMANCE REPORT – MONTH 8</b> <i>For discussion</i>  The Non-Executive Director Chairs of the Quality Assurance Committee and the Finance and Performance Committee will be invited to highlight any month 8 issues from their most recent meetings (held on 15 and 18 December 2014 respectively). Minutes of the 26 November 2014 Finance and Performance Committee and Quality Assurance Committee meetings are attached.  The Trust Chairman will then invite the Chief Executive to identify key priority issues from within the month 8 report, for Trust Board consideration.	J  J1 & J2	QAC Chair/ FPC Chair  QAC Chair/ FPC Chair  Chairman/Chief Executive	11.15am – 11.40am
8.2	<b>2014-15 MONTH 8 FINANCIAL POSITION</b> <i>For discussion</i>	K	Director of Finance	11.40am – 11.50am
<b>9.</b>	<b>WORKFORCE</b>			
9.1	<b>QUARTERLY UPDATE ON WORKFORCE AND ORGANISATIONAL DEVELOPMENT PLAN</b> <i>For discussion</i>	L	Director of Human Resources	11.50am – 12noon
<b>10.</b>	<b>RESEARCH AND DEVELOPMENT</b>			
10.1	<b>QUARTERLY UPDATE ON RESEARCH AND DEVELOPMENT ISSUES</b> <i>For discussion</i>	M	Medical Director	12noon – 12.10pm
<b>11.</b>	<b>GOVERNANCE</b>			
11.1	<b>DUTY OF CANDOUR/FIT AND PROPER PERSONS TEST</b> <i>For approval</i>	N	Director of Corporate and Legal Affairs	12.10pm – 12.20pm
11.2	<b>BOARD AND BOARD COMMITTEE GOVERNANCE</b> <i>For approval</i>	O	Director of Corporate and Legal Affairs	12.20pm – 12.25pm
11.3	<b>NHS TRUST OVER-SIGHT SELF CERTIFICATION</b> <i>For approval</i>	P	Director of Corporate and Legal Affairs	12.25pm – 12.30pm
<b>12.</b>	<b>TRUST BOARD BULLETIN – DECEMBER 2014</b>	-	-	-
<b>13.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>		Chairman	12.30pm – 12.40pm
<b>14.</b>	<b>ANY OTHER BUSINESS</b>		Chairman	12.40pm – 12.45pm
<b>15.</b>	<b>DATE OF NEXT MEETING</b>			

	The next Trust Board meeting will be held on Thursday 8 January 2015 from 9am in the C J Bond room, Clinical Education Centre, Leicester Royal Infirmary site.			
<b>16.</b>	<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 17-22).			
<b>Comfort break 5 minutes</b>				
<b>17.</b>	<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 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.			
<b>18.</b>	<b>CONFIDENTIAL MINUTES</b> Confidential Minutes of the 27 November 2014 Trust Board meetings. <i>For approval</i>	<b>Q</b>	<b>Chairman</b>	
<b>19.</b>	<b>MATTERS ARISING</b> Confidential action log from the 27 November 2014 Trust Board. <i>For approval</i>	<b>R</b>	<b>Chairman</b>	12.50pm – 12.55pm
<b>20.</b>	<b>REPORT FROM THE DIRECTOR OF FINANCE</b>	<b>S</b>	<b>Director of Finance</b>	12.55pm – 1pm
<b>21.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			
21.1	<b>FINANCE AND PERFORMANCE COMMITTEE</b> Confidential Minutes of the 26 November 2014 meeting for noting and endorsement of any recommendations. <i>Commercial interests</i>	<b>T</b>	<b>FPC Chair</b>	-
21.2	<b>QUALITY ASSURANCE COMMITTEE</b> Confidential Minutes of the 26 November 2014 meeting for noting and endorsement of any recommendations. <i>Personal information</i>	<b>U</b>	<b>QAC Chair</b>	-
<b>22.</b>	<b>ANY OTHER BUSINESS</b>	<b>-</b>	<b>Chairman</b>	-

Kate Rayns  
Acting Senior Trust Administrator