

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 27 NOVEMBER 2014 FROM 9AM IN SEMINAR ROOMS 2 & 3, CLINICAL EDUCATION CENTRE, GLENFIELD HOSPITAL

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

Public meeting commences at 9am

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES AND WELCOME	-	Chairman	-
	To receive apologies for absence from Professor D Wynford Thomas, Non-Executive Director and to welcome Mr Paul Traynor, Director of Finance, to his first UHL Trust Board meeting.			
2.	DECLARATIONS 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.	MINUTES			
	Minutes of the 30 October 2014 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the 30 October 2014 meeting. <i>For approval</i>	B	Chairman	9am – 9.05am
5.	CHAIRMAN'S MONTHLY REPORT – NOVEMBER 2014 <i>For noting</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT – NOVEMBER 2014 <i>For noting</i>	D	Chief Executive	9.10am – 9.20am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	PATIENT STORY <i>For discussion</i>	E	Chief Nurse	9.20am – 9.40am
7.2	UHL RESPONSE TO NHS ENGLAND CONSULTATION ON THE CONGENITAL HEART DISEASE REVIEW <i>For discussion and decision</i>	F (to follow)	Director of Strategy	9.40am – 9.55am

8.	QUALITY AND PERFORMANCE <i>For assurance</i>			
8.1	<p>QUALITY AND PERFORMANCE REPORT – MONTH 7 <i>For discussion</i></p> <p>The Non-Executive Director Chairs of the Quality Assurance Committee and the Finance and Performance Committee will be invited to highlight any month 7 issues from their most recent meetings (26 November 2014). Minutes of the 29 October 2014 Finance and Performance Committee will be considered at a future meeting and the Minutes of the 29 October 2014 Quality Assurance Committee meeting are attached.</p> <p>The Trust Chairman will then invite the Chief Executive to identify key priority issues from within the month 7 report, for Trust Board consideration.</p>	G	QAC Chair/ FPC Chair	9.55am – 10.25am
		G1	QAC Chair/ FPC Chair	
			Chairman/Chief Executive	
8.2	2014-15 MONTH 7 FINANCIAL POSITION <i>For discussion</i>	H	Director of Finance	10.25am – 10.40am
8.3	EMERGENCY CARE PERFORMANCE AND RECOVERY PLAN <i>For discussion</i>	I	Chief Operating Officer	10.40am – 10.55am
Comfort break from 10.55am to 11.05am				
9.	GOVERNANCE			
9.1	NHS TRUST OVER-SIGHT SELF CERTIFICATION <i>For decision</i>	J	Director of Corporate and Legal Affairs	11.05am – 11.10am
9.2	BOARD ASSURANCE FRAMEWORK <i>For discussion</i>	K	Chief Nurse	11.10am – 11.25am
10.	REPORTS FROM BOARD COMMITTEES			
10.1	AUDIT COMMITTEE Minutes of the 6 November 2014 meeting <i>For noting and endorsement of any recommendations</i>	L	Audit Committee Chairman	11.25pm – 11.30pm
11.	CORPORATE TRUSTEE BUSINESS			
11.1	FINAL ACCOUNTS AND ANNUAL REPORT 2013-14 FOR LEICESTER HOSPITAL CHARITY <i>For Trust Board approval as Corporate Trustee</i>	M	Director of Finance/ Charitable Funds Committee Chairman	11.30am – 11.40am
11.2	CHARITABLE FUNDS COMMITTEE Minutes of the 17 November 2014 meeting for noting and endorsement of any recommendations. <i>For Trust Board approval as Corporate Trustee</i>	N	Charitable Funds Committee Chairman	11.40am – 11.45am
12.	TRUST BOARD BULLETIN – NOVEMBER 2014	O	-	-
13.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING		Chairman	11.45am – 12noon
14.	ANY OTHER BUSINESS		Chairman	12noon – 12.05pm

15.	DATE OF NEXT MEETING			
	The next Trust Board meeting will be held on Thursday 22 December 2014 from 9am in Seminar Rooms A and B, Clinical Education Centre, Leicester General Hospital 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 17-22).			
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 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 30 October 2014 Trust Board meetings. <i>For approval</i>	P	Chairman	-
19.	MATTERS ARISING Confidential action log from the 30 October 2014 Trust Board. <i>For approval</i>	Q	Chairman	12.05pm – 12.10pm
20.	REPORTS FROM THE CHIEF EXECUTIVE <i>For discussion and approval</i>	R & S	Chief Executive	12.10pm – 1.10pm
21.	REPORTS FROM BOARD COMMITTEES			
21.1	AUDIT COMMITTEE Confidential Minutes of the 6 November 2014 meeting for noting and endorsement of any recommendations. <i>Prejudicial to the conduct of public affairs</i>	T	Audit Committee Chairman	1.10pm – 1.15pm
21.2	QUALITY ASSURANCE COMMITTEE Confidential Minutes of the 29 October 2014 meeting for noting and endorsement of any recommendations. <i>Personal information</i>	U	QAC Chair	1.15pm – 1.20pm
22.	ANY OTHER BUSINESS	-	Chairman	1.20pm – 1.25pm

Kate Rayns
Acting Senior Trust Administrator