

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 28 AUGUST 2014 FROM 10.30AM IN SEMINAR ROOMS A & B, CLINICAL EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL

Public meeting commences at 12noon

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 1-10).			-
2.	APOLOGIES AND WELCOME To receive apologies for absence, including Dr K Harris, Medical Director. Mr A Furlong, Deputy Medical Director will attend in his absence.	-	Acting 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.	ACTING CHAIRMAN'S AND CHIEF EXECUTIVE'S OPENING COMMENTS	-	Acting Chairman and Chief Executive	10.30 – 10.35am
5.	CONFIDENTIAL MINUTES Confidential Minutes of the 31 July 2014 Trust Board meetings. <i>For approval</i>	A	Acting Chairman	10.35 – 10.37am
6.	MATTERS ARISING Confidential action log from the 31 July 2014 Trust Board. <i>For approval</i>	B	Acting Chairman	10.37 – 10.45am
7.	REPORT BY THE CHIEF EXECUTIVE <i>commercial interests</i>	C	Chief Executive	10.45 – 11am
8.	REPORT FROM THE CHIEF NURSE <i>commercial interests</i>	Additional paper 1	Chief Nurse	11 – 11.15am
9.	REPORTS FROM BOARD COMMITTEES			11.15 – 11.20am
9.1	FINANCE AND PERFORMANCE COMMITTEE Confidential Minutes of the 30 July 2014 meeting for noting and endorsement of any recommendations. <i>Prejudicial to the conduct of public affairs</i>	D	Finance and Performance Committee Chair	

9.2	QUALITY ASSURANCE COMMITTEE Confidential Minutes of the 30 July 2014 meeting for noting and endorsement of any recommendations. <i>Prejudicial to the conduct of public affairs</i>	E	QAC Non-Executive Director	
9.3	REMUNERATION COMMITTEE Confidential Minutes of the 31 July 2014 meeting for noting and endorsement of any recommendations. <i>Prejudicial to the conduct of public affairs</i>	F	Acting Chairman	
10.	ANY OTHER BUSINESS	-	Acting Chairman	11.20 – 11.25am
<i>Comfort break until 12noon</i>				
11.	DECLARATION OF INTERESTS	-	Acting 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.			
12.	ACTING CHAIRMAN'S OPENING COMMENTS	-	Acting Chairman	
13.	MINUTES			
	Minutes of the 31 July 2014 Trust Board meeting. <i>For approval</i>	G	Acting Chairman	12noon – 12.01pm
14.	MATTERS ARISING			
	Action log from the 31 July 2014 meeting. <i>For approval</i>	H	Acting Chairman	12.01 – 12.10pm
15.	KEY ISSUES FOR DECISION/DISCUSSION			
15.1	CONGENITAL HEART DISEASE REVIEW <i>For discussion and decision</i>	I (to follow)	Director of Strategy	12.10 – 12.25pm
15.2	EMERGENCY FLOOR OUTLINE BUSINESS CASE <i>For approval</i>	J (to follow)	Director of Strategy	12.25 – 12.40pm
15.3	UPDATE ON NURSE STAFFING <i>for assurance</i>	K	Chief Nurse	12.40 – 12.50pm
15.4	EQUALITY GOVERNANCE 6-MONTH REPORT <i>for assurance and approval</i>	L	Director of Human Resources	12.50 – 1.05pm
15.5	CORE STANDARDS REVIEW ASSURANCE PROCESS <i>for assurance and approval</i>	M & N	Chief Operating Officer	1.05 – 1.20pm
16.	MONTHLY UPDATE REPORT BY THE CHIEF EXECUTIVE – AUGUST 2014	O	Chief Executive	1.20 – 1.25pm
17.	STRATEGY, FORWARD PLANNING AND RISK			
17.1	BLOOD TRANSFUSION LABORATORY IT SYSTEM <i>For approval</i>	P	Chief Executive	1.25 – 1.35pm

17.2	PILOT SCHEME BID TO INCREASE STAFF INVOLVEMENT <i>for discussion</i>	Q	Chief Executive	1.35 – 1.50pm
17.4	BOARD ASSURANCE FRAMEWORK <i>For discussion and assurance</i>	R	Chief Nurse	1.50 – 2.05pm
18.	QUALITY AND PERFORMANCE <i>For assurance</i>			
18.1	NEW FORMAT QUALITY, FINANCE AND PERFORMANCE REPORT – MONTH 4 <i>For assurance</i> The Non-Executive Director Chairs of the Quality Assurance Committee and the Finance and Performance Committee will be invited to highlight any month 4 issues from their most recent meeting (27 August 2014). At each meeting, the Acting Trust Chairman will then invite the Chief Executive and another Executive/Non-Executive Director colleague to identify key priority issues from within the month 4 report, for wider Trust Board consideration.	S (to follow)	QAC Non-Executive Director/ Acting Chairman Acting Chairman/CE	2.05 – 2.30pm
18.2	2014-15 MONTH 4 FINANCIAL POSITION <i>For assurance</i>	T	Acting Director of Finance	2.30 – 2.40pm
18.3	EMERGENCY CARE PERFORMANCE AND RECOVERY PLAN <i>For discussion and assurance</i>	U	Chief Operating Officer	2.40 – 2.50pm
19.	RESEARCH & DEVELOPMENT			
19.1	QUARTERLY UPDATE ON R&D <i>for assurance</i>	V	Deputy Medical Director	2.50 – 2.55pm
20.	GOVERNANCE			
20.1	NHS TRUST OVER-SIGHT SELF CERTIFICATION <i>For discussion and approval</i>	W	Director of Corporate and Legal Affairs	2.55 – 3pm
21.	REPORTS FROM BOARD COMMITTEES			3pm – 3.05pm
21.1	FINANCE AND PERFORMANCE COMMITTEE Minutes of the 30 July 2014 meeting for noting and endorsement of any recommendations (including approval of the working capital strategy appended to the Minutes).	X	Acting Chairman	
21.2	QUALITY ASSURANCE COMMITTEE Minutes of the 30 July 2014 meeting for noting and endorsement of any recommendations.	Y	QAC Non-Executive Director	
22.	TRUST BOARD BULLETIN – AUGUST 2014	Z	-	-
23.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Acting Chairman	3.05 – 3.20pm
24.	ANY OTHER BUSINESS	-	Acting Chairman	3.20 – 3.25pm
25.	DATE OF NEXT MEETING			
	The Trust's Annual Public Meeting (APM) will be held on Tuesday 9 September 2014 at the Big Shed, 93 Commercial Square, Freeman's Common, Leicester LE2 7SR. A health and wellbeing fair will be held between 4pm	-		

	<p>– 6pm, with the formal APM starting at 6pm (until 8pm).</p> <p>The next Trust Board meeting will be held on Thursday 25 September 2014 from 10am in the C J Bond Room, Clinical Education Centre, LRI.</p>			
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Helen Stokes
Senior Trust Administrator