

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 2 JUNE 2016 FROM 9AM IN THE C J BOND ROOM,  
CLINICAL EDUCATION CENTRE, LEICESTER ROYAL INFIRMARY**

**Public meeting commences at 9am**

**AGENDA**

***Please take papers as read***

Item no.	Item	Paper ref:	Lead	Indicative timing
<b>1.</b>	<b>APOLOGIES AND WELCOME</b>	-	Chairman	
	To receive apologies for absence.			-
<b>2.</b>	<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.			-
<b>3.</b>	<b>MINUTES</b>			-
	Minutes of the 5 May 2016 Trust Board meeting. <i>For approval</i>	<b>A</b>	Chairman	-
<b>4.</b>	<b>MATTERS ARISING</b>			9am - 9.05am
	Action log from the 5 May 2016 meeting. <i>For approval</i>	<b>B</b>	Chairman	
<b>5.</b>	<b>CHAIRMAN'S MONTHLY REPORT JUNE 2016</b> <i>For discussion</i>	<b>C</b>	Chairman	9.05 – 9.10am
<b>6.</b>	<b>CHIEF EXECUTIVE'S MONTHLY REPORT JUNE 2016</b> <i>For discussion</i>	<b>D</b>	Chief Executive	9.10 – 9.25am
<b>7.</b>	<b>KEY ISSUES FOR DECISION/DISCUSSION</b>			
7.1	<b>PATIENT STORY</b> <i>for discussion</i>	<b>E</b>	Chief Nurse	9.25 – 9.50am
7.2	<b>ANNUAL ACCOUNTS AND ANNUAL REPORT 2015-16</b> <i>for approval</i>	<b>F1-F5</b>	As named below	9.50 – 10.10am
7.2.1	<b>AUDIT COMMITTEE CONSIDERATION OF UHL'S ANNUAL ACCOUNTS AND AGS 2015-16</b> To receive a summary of the key issues discussed at the 25 May 2016 Audit Committee meeting in relation to the 2015-16 Annual Accounts. <i>For assurance</i>	<b>F1</b>	Audit Committee Chair	
7.2.2	<b>2016-17 GOING CONCERN STATEMENT</b> <i>For assurance</i>	<b>F2</b>	Chief Financial Officer	
	<b>FORMAL ADOPTION OF THE ANNUAL ACCOUNTS</b>	<b>F3</b>	Chief Financial	

7.2.3	<b>AND UHL ANNUAL REPORT 2015-16</b> <i>for approval</i>		<b>Officer/Director of Marketing and Communications</b>	
7.2.4	<b>ANNUAL GOVERNANCE STATEMENT (AGS) 2015-16</b> <i>For approval</i>	<b>F4</b>	<b>Chief Executive</b>	
7.2.5	<b>LETTER OF REPRESENTATION</b> <i>For approval</i>	<b>F5</b>	<b>Chief Financial Officer</b>	
7.2.6	<b>APPROVALS</b> The Trust Board is invited to:- <ul style="list-style-type: none"> <li>• note the contents of the reports;</li> <li>• approve the statutory accounts for the year ending 31 March 2016, and</li> <li>• approve the signing (<b>in non-black ink</b>) of the relevant certificates by members of the Trust Board, as follows (<i>signatories are shown in brackets</i>):- <ul style="list-style-type: none"> <li>○ <b>Statement of Directors' responsibilities in respect of Internal Control</b> (<i>Chief Executive</i>);</li> <li>○ <b>Annual Governance Statement 2015-16</b> (<i>Chief Executive</i>);</li> <li>○ <b>Directors' Statements – Statement of the Chief Executive's responsibilities as the Accountable Officer of the Trust</b> (<i>Chief Executive</i>), and <b>Statement of Directors' Responsibilities in respect of the accounts</b> (<i>Chief Executive, and the Director of Finance</i>);</li> <li>○ <b>Balance Sheet</b> (<i>Chief Executive</i>), and</li> <li>○ <b>Letter of Representation</b> (<i>Chief Executive</i>)</li> </ul> </li> </ul>		<b>Named Executive Directors</b>	
7.3	<b>UHL QUALITY ACCOUNT 2015-16</b> <i>for assurance and approval</i>	<b>G</b>	<b>Chief Nurse</b>	10.10 – 10.20am
7.4	<b>UHL STRATEGIC DIRECTION</b> <i>for approval</i>	<b>H</b> (to be tabled)	<b>Chief Executive/ Director of Marketing and Communications</b>	10.20 – 10.35am
<b>Comfort break</b>				
<b>8.</b>	<b>RISK MANAGEMENT</b>			
8.1	<b>INTEGRATED RISK REPORT</b> <i>for assurance and discussion</i>	<b>I</b>	<b>Medical Director</b>	10.35 – 10.50am
<b>9.</b>	<b>STRATEGY</b>			
9.1	<b>UHL RECONFIGURATION PROGRAMME</b> <i>for discussion and assurance</i>	<b>J</b>	<b>Chief Financial Officer</b>	10.50 – 11am
9.2	<b>LLR BETTER CARE TOGETHER PROGRAMME UPDATE</b> <i>for discussion and assurance</i>	<b>K</b>	<b>Director of Marketing and Communications</b>	11- 11.10am
<b>10.</b>	<b>EDUCATION, TRAINING, AND RESEARCH/INNOVATION</b>			
10.1	<b>EAST MIDLANDS CLINICAL RESEARCH NETWORK ANNUAL REPORT 2015-16</b> <i>for assurance and approval</i>	<b>L</b>	<b>Medical Director</b>	11.10 – 11.20am
10.2	<b>MULTIPROFESSIONAL EDUCATION AND TRAINING 2015-16 QUARTER 4 REPORT</b> <i>for assurance</i>	<b>M</b>	<b>Medical Director and Chief Nurse</b>	11.20 – 11.30am

<b>11.</b>	<b>PATIENT AND PUBLIC INVOLVEMENT AND ENGAGEMENT</b>			
11.1	<b>PATIENT AND PUBLIC INVOLVEMENT AND ENGAGEMENT 2015-16 QUARTER 4 REPORT</b>	<b>N</b>	<b>Director of Marketing and Communications</b>	11.30 – 11.40am
<b>12.</b>	<b>QUALITY AND PERFORMANCE</b>			
12.1	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive the summary of the issues considered at the 26 May 2016 meeting for information and noting. Formal minutes of that meeting will be submitted to the 7 July 2016 Trust Board.	<b>O</b>	<b>QAC Chair</b>	11.40 – 11.45am
12.2	<b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the summary of the issues considered at the 26 May 2016 meeting for information and noting. Formal minutes of that meeting will be submitted to the 7 July 2016 Trust Board.	<b>P</b>	<b>IFPIC Chair</b>	11.45 – 11.50am
12.3	<b>2016-17 FINANCIAL PERFORMANCE – APRIL 2016</b> <i>for discussion and assurance</i>	<b>Q</b>	<b>Chief Financial Officer</b>	11.50 – 12noon
12.4	<b>EMERGENCY CARE PERFORMANCE</b> <i>for discussion and assurance</i> <b>The Trust Chairman will declare an interest in this item and absent himself from its discussion. The Deputy Trust Chairman will chair the meeting for this item.</b>	<b>R</b>	<b>Chief Operating Officer</b>	12noon – 12.10pm
12.5	<b>REVIEW OF ED FRONT DOOR SERVICE</b> <i>for discussion and assurance</i> <b>The Trust Chairman will declare an interest in this item and absent himself from its discussion. The Deputy Trust Chairman will chair the meeting for this item.</b>	<b>S</b> (to follow)	<b>Chief Operating Officer</b>	12.10 – 12.20pm
<b>13.</b>	<b>GOVERNANCE</b>			
13.1	<b>GOVERNANCE FRAMEWORK</b> <i>for assurance and approval</i>	<b>T</b>	<b>Director of Corporate and Legal Affairs</b>	12.20 – 12.25pm
<b>14.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			12.25 – 12.30pm
14.1	<b>AUDIT COMMITTEE</b> To receive a summary of the 25 May 2016 Audit Committee – Minutes of that meeting will be submitted to the 7 July 2016 Trust Board.	<b>U</b>	<b>Audit Committee Chair</b>	
14.2	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To note that the 28 April 2016 QAC Minutes will be submitted to the 7 July 2016 Trust Board. A summary of the issues discussed at that QAC meeting was considered at the May 2016 Trust Board.		-	
14.3	<b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the 28 April 2016 IFPIC Minutes for noting and endorsement of any recommendations.	<b>V</b>	<b>IFPIC Chair</b>	
<b>15.</b>	<b>TRUST BOARD BULLETIN – JUNE 2016</b>	<b>W</b>	-	-

16.	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>		Chairman	12.30 – 12.35pm
17.	<b>ANY OTHER BUSINESS</b>		Chairman	-
18.	<b>DATE OF NEXT MEETING</b>			
	The next <b>Trust Board meeting</b> will be held on <b>Thursday 7 July 2016</b> from <b>9am</b> in rooms 2 & 3, Clinical Education Centre, Glenfield Hospital.			
19.	<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 20-25).			
20.	<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.			
21.	<b>CONFIDENTIAL MINUTES</b> To receive the confidential Minutes of the 5 May 2016 Trust Board meeting. <i>For approval</i>	<b>X</b> (to follow)	Chairman	-
22.	<b>MATTERS ARISING</b> Confidential action log from the 5 May 2016 Trust Board. <i>For approval</i>	<b>Y</b>	Chairman	12.35 – 12.40pm
23.	<b>REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES</b> <i>commercial in confidence</i>	<b>Z</b>	Director of Estates and Facilities	12.40 – 12.55pm
24.	<b>REPORTS FROM BOARD COMMITTEES</b>			12.55 – 1.05pm
24.1	<b>AUDIT COMMITTEE</b> To receive a summary of any confidential issues discussed at the 25 May 2016 Audit Committee .	<b>AA</b>	Audit Committee Chair	
24.2	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive a summary of any confidential issues discussed at the 26 May 2016 QAC.	<b>BB</b>	QAC Chair	
24.3	<b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the confidential Minutes of the 28 April 2016 IFPIC, for noting and endorsement of any recommendations.	<b>CC</b>	IFPIC Chair	
25.	<b>ANY OTHER BUSINESS</b>		Chairman	-