

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 6 OCTOBER 2016 FROM 9AM IN ROOMS A & B,
EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

Public meeting commences at 9am

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND WELCOME	-	Chairman	
	To receive apologies for absence, including Mr A Furlong Medical Director. Mr J Jameson, Deputy Medical Director will attend in his absence.			-
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 1 September 2016 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the 1 September 2016 meeting. <i>For approval</i>	B	Chairman	9am – 9.05am
5.	CHAIRMAN'S MONTHLY REPORT OCTOBER 2016 <i>For discussion</i>	C	Chairman	9.05am – 9.15am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT OCTOBER 2016 <i>For discussion</i>	D (to follow)	Chief Executive	9.15am – 9.30am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	STAFF STORY <i>for discussion</i>	E	Director of Workforce and OD	9.30am – 9.45am
7.2	EAST MIDLANDS CONGENITAL HEART CENTRE UPDATE <i>for discussion and assurance</i>	F	Chief Executive/ Director of Marketing and Communications	9.45am – 9.55am
7.3	EMERGENCY CARE PERFORMANCE <i>for discussion and assurance</i> The Trust Chairman will absent himself from any detailed discussion on the Urgent Care Centre.	G	Chief Operating Officer	9.55am – 10.10am
7.4	LLR LEARNING LESSONS TO IMPROVE CARE UPDATE <i>for discussion and assurance</i>	H	Deputy Medical Director	10.10am – 10.20am

8.	RISK MANAGEMENT			
8.1	INTEGRATED RISK REPORT <i>for discussion and assurance</i>	I	Deputy Medical Director	10.20am – 10.30am
9.	STRATEGY AND RECONFIGURATION			
9.1	SUSTAINABILITY AND TRANSFORMATION PLAN, BETTER CARE TOGETHER, AND UHL RECONFIGURATION PROGRAMME – UPDATE <i>for discussion and assurance</i>	J	Director of Marketing and Communications/ Chief Financial Officer	10.30am – 10.45am
<i>Comfort break</i>				
10.	STAFFING			
10.1	NURSING AND MIDWIFERY BI-ANNUAL ESTABLISHMENT REVIEW <i>for discussion and assurance</i>	K	Chief Nurse	10.50am – 11am
10.2	HEALTH AND WELLBEING STRATEGY <i>for assurance and approval</i>	L	Director of Workforce and OD	11am – 11.10am
11.	EDUCATION, TRAINING, RESEARCH AND INNOVATION			
11.1	RESEARCH AND INNOVATION 2016-17 QUARTER 2 UPDATE <i>for discussion and assurance</i>	M	Deputy Medical Director	11.10am – 11.20am
12.	QUALITY AND PERFORMANCE			
12.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive the summary of the issues considered at the 29 September 2016 meeting for information. Formal minutes of that meeting will be submitted to the 3 November 2016 Trust Board. As noted in the summary, the Trust Board is invited to approve the recommended item re: changes to the Chief Pharmacist's responsibilities in respect of aseptic medication (appended to paper N).	N	QAC Non-Executive Director Chair	11.20am – 11.25am
12.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the summary of the issues considered at the 29 September 2016 meeting for information and noting. Formal minutes of that meeting will be submitted to the 3 November 2016 Trust Board. As noted in the summary, the Trust Board is invited to approve the recommended item re: the Procurement Transformation Plan (appended to paper O).	O (to follow)	IFPIC Non-Executive Director Chair	11.25am – 11.30am
12.3	2016-17 FINANCIAL PERFORMANCE – AUGUST 2016 <i>for discussion and assurance</i>	P	Chief Financial Officer	11.30am – 11.40am
13.	REPORTS FROM BOARD COMMITTEES			11.40am – 11.45am
13.1	AUDIT COMMITTEE To receive the 1 September 2016 Audit Committee Minutes for noting and endorsement of any recommendations.	Q	Audit Committee Non-Executive Director Chair	
13.2	QUALITY ASSURANCE COMMITTEE (QAC) To receive the 25 August 2016 QAC Minutes for noting and endorsement of any recommendations.	R	QAC Non-Executive Director Chair	

13.3	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the 25 August 2016 IFPIC Minutes for noting and endorsement of any recommendations.	S	IFPIC Non-Executive Director Chair	
14.	TRUST BOARD BULLETIN – OCTOBER 2016	T	-	-
15.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.45am – 11.50am
16.	ANY OTHER BUSINESS	-	Chairman	-
17.	DATE OF NEXT MEETING	-		
	The next Trust Board meeting will be held on Thursday 3 November 2016 from 9am in rooms 2 & 3, Clinical Education Centre, Glenfield Hospital.			
18.	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 19 - 28).			
19.	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.			
20.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 1 and 8 September 2016 Trust Board meetings. <i>For approval</i>	U & U1	Chairman	-
21.	MATTERS ARISING Confidential action log from the 1 and 8 September 2016 Trust Boards. <i>For approval</i>	V	Chairman	11.50am – 11.55am
22.	REPORT FROM THE CHIEF EXECUTIVE AND DIRECTOR OF MARKETING AND COMMUNICATIONS	W	Chief Executive/ Director of Marketing and Communications	11.55am – 12.05pm
23.	REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	X	Director of Corporate and Legal Affairs	12.05pm – 12.15pm
24.	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	Y	Head of Business, Commercial and Contracts	12.15pm – 12.25pm
25.	REPORTS FROM THE CHIEF FINANCIAL OFFICER	Z & Z1 (latter to follow)	Chief Financial Officer	12.25pm – 12.50pm
26.	REPORTS FROM BOARD COMMITTEES			12.50pm – 12.55pm
26.1	AUDIT COMMITTEE To receive the confidential Minutes of the 1 September	AA	Audit Committee Non-Executive	

	2016 Audit Committee for noting and endorsement of any recommendations.		Director Chair	
26.2	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the confidential 25 August 2016 IFPIC Minutes for noting and endorsement of any recommendations, and the confidential summary of the 29 September 2016 IFPIC (formal Minutes to be submitted to the 3 November 2016 Trust Board).	BB & BB1	IFPIC Non-Executive Director Chair	
26.3	REMUNERATION COMMITTEE To receive the confidential Minutes of the 1 September 2016 Remuneration Committee for noting and endorsement of any recommendations.	CC	Chairman	
27.	CORPORATE TRUSTEE BUSINESS			
27.1	REPORT FROM THE DIRECTOR OF MARKETING AND COMMUNICATIONS	DD (to follow)	Director of Marketing and Communications	12.55pm – 1.10pm
28.	ANY OTHER BUSINESS		Chairman	1.10pm – 1.15pm

Helen Stokes
Senior Trust Administrator