

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 5 JANUARY 2017 FROM 10AM IN THE C J BOND ROOM,  
CLINICAL EDUCATION CENTRE, LEICESTER ROYAL INFIRMARY**

**Public meeting commences at 10am**

**AGENDA**

**\*\*\* Please note the venue and later start time, and take the papers as read \*\*\***

| Item no. | Item  | Paper ref:              | Lead   | Indicative timing |
|----------|---|-------------------------|--|-------------------|
| 1.       | <b>APOLOGIES AND WELCOME</b>  | -                       | Chairman   |                   |
|          | To receive apologies for absence.   |                         |  | -                 |
| 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 1 December 2016 Trust Board meeting.<br><i>For approval</i>  | <b>A</b><br>(to follow) | Chairman   | -                 |
| 4.       | <b>MATTERS ARISING</b>  |                         |  |                   |
|          | Action log from the 1 December 2016 meeting.<br><i>For approval</i>   | <b>B</b>                | Chairman   | -                 |
| 5.       | <b>CHAIRMAN'S MONTHLY REPORT JANUARY 2017</b><br><i>for discussion</i>  | <b>C</b>                | Chairman   | 10am – 10.05am    |
| 6.       | <b>CHIEF EXECUTIVE'S MONTHLY REPORT JANUARY 2017</b><br><i>for discussion</i>   | <b>D</b>                | Chief Executive  | 10.05am – 10.15am |
| 7.       | <b>KEY ISSUES FOR DECISION/DISCUSSION</b>   |                         |  |                   |
| 7.1      | <b>STAFF STORY</b><br><i>for discussion</i>   | <b>E</b>                | Director of Workforce and OD                                 | 10.15am – 10.35am |
| 7.2      | <b>EAST MIDLANDS CONGENITAL HEART CENTRE UPDATE</b><br><i>for discussion and assurance</i>  | <b>F</b>                | Chief Executive/<br>Director of Marketing and Communications | 10.35am – 10.40am |
| 7.3      | <b>EMERGENCY CARE PERFORMANCE</b><br><i>for discussion and assurance</i><br>The Trust Chairman will absent himself from any detailed discussion on the Urgent Care Centre.  | <b>G</b>                | Chief Operating Officer                                      | 10.40am – 10.50am |
| 7.4      | <b>EMERGENCY FLOOR UPDATE</b><br><i>for discussion and assurance</i>  | <b>H</b>                | Chief Operating Officer                                      | 10.50am – 11am    |

|                      |   |          |  |                   |
|----------------------|---|----------|--|-------------------|
| <b>8.</b>            | <b>RISK MANAGEMENT</b>  |          |  |                   |
| 8.1                  | <b>INTEGRATED RISK REPORT</b> <i>for discussion and assurance</i>   | <b>I</b> | <b>Medical Director</b>  | 11am – 11.10am    |
| <b>9.</b>            | <b>STRATEGY AND RECONFIGURATION</b>   |          |  |                   |
| 9.1                  | <b>SUSTAINABILITY AND TRANSFORMATION PLAN AND UHL RECONFIGURATION PROGRAMME – UPDATE</b> <i>for discussion and assurance</i>  | <b>J</b> | <b>Chief Financial Officer /Director of Marketing and Communications</b> | 11.10am – 11.20am |
| 9.2                  | <b>SUSTAINABILITY AND TRANSFORMATION PLAN GOVERNANCE</b> <i>for discussion and assurance</i>  | <b>K</b> | <b>Director of Corporate and Legal Affairs</b>                           | 11.20am – 11.25am |
| <i>Comfort break</i> |   |          |  |                   |
| <b>10.</b>           | <b>RESEARCH &amp; INNOVATION</b>  |          |  |                   |
| 10.1                 | <b>EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) 2016-17 QUARTER 3 UPDATE</b> <i>for discussion and assurance</i>   | <b>L</b> | <b>Medical Director</b>  | 11.30am – 11.40am |
| 10.2                 | <b>RESEARCH &amp; INNOVATION 2016-17 QUARTER 3 UPDATE</b> <i>for discussion and assurance</i>   | <b>M</b> | <b>Medical Director</b>  | 11.40am – 11.50am |
| <b>11.</b>           | <b>QUALITY AND PERFORMANCE</b>  |          |  |                   |
| 11.1                 | <b>QUALITY ASSURANCE COMMITTEE (QAC)</b><br>To receive the summary of the issues considered at the 22 December 2016 meeting for information. Formal minutes of that meeting will be submitted to the 2 February 2017 Trust Board.   | <b>N</b> | <b>QAC Non-Executive Director Chair</b>                                  | 11.50am – 11.55am |
| 11.2                 | <b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b><br>To receive the summary of the issues considered at the 22 December 2016 meeting for information and noting. Formal minutes of that meeting will be submitted to the 2 February 2017 Trust Board. | <b>O</b> | <b>IFPIC Non-Executive Director Chair</b>                                | 11.55am – 12noon  |
| 11.3                 | <b>2016-17 FINANCIAL PERFORMANCE – NOVEMBER 2016</b> <i>for discussion and assurance</i>  | <b>P</b> | <b>Chief Financial Officer</b>   | 12noon – 12.10pm  |
| <b>12.</b>           | <b>REPORTS FROM BOARD COMMITTEES</b>  |          |  | 12.10pm – 12.15pm |
| 12.1                 | <b>QUALITY ASSURANCE COMMITTEE (QAC)</b><br>To receive the 24 November 2016 QAC Minutes for noting and endorsement of any recommendations.  | <b>Q</b> | <b>QAC Non-Executive Director Chair</b>                                  |                   |
| 12.2                 | <b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b><br>To receive the 24 November 2016 IFPIC Minutes for noting and endorsement of any recommendations.  | <b>R</b> | <b>IFPIC Non-Executive Director Chair</b>                                |                   |
| <b>13.</b>           | <b>TRUST BOARD BULLETIN – JANUARY 2017</b>  | <b>-</b> | <b>-</b>   | <b>-</b>          |
| <b>14.</b>           | <b>CORPORATE TRUSTEE BUSINESS</b>   |          |  | <b>-</b>          |

|      |  |                         |   |                   |
|------|--|-------------------------|---|-------------------|
| 14.1 | <b>CHARITABLE FUNDS COMMITTEE (CFC)</b><br>To receive the draft 1 December 2016 CFC Minutes for noting and endorsement of any recommendations.   | <b>S</b>                | <b>CFC Non-Executive Director Chair</b>   | 12.15pm – 12.20pm |
| 14.2 | <b>LEICESTER HOSPITALS CHARITY ANNUAL ACCOUNTS AND ANNUAL REPORT 2015-16</b> <i>for approval as Corporate Trustee</i>  | <b>T</b>                | <b>Director of Marketing and Communications</b>   | 12.20pm – 12.30pm |
| 15.  | <b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>   | -                       | <b>Chairman</b>   | 12.30pm – 12.35pm |
| 16.  | <b>ANY OTHER BUSINESS</b>  | -                       | <b>Chairman</b>   |                   |
| 17.  | <b>DATE OF NEXT MEETINGS</b>   | -                       |   |                   |
|      | The next <b>Trust Board meeting</b> will be held on <b>Thursday 2 February 2017</b> from <b>9am</b> in <b>rooms 2 &amp; 3, Clinical Education Centre, Glenfield Hospital.</b>  |                         |   |                   |
| 18.  | <b>EXCLUSION OF THE PRESS AND PUBLIC</b><br>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 - 26).                       |                         |   |                   |
| 19.  | <b>DECLARATIONS OF INTERESTS</b><br>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.  | <b>CONFIDENTIAL MINUTES</b><br>To receive the confidential Minutes of the 1 December 2016 Trust Board meeting. Minutes from the confidential meetings held on 22 December 2016 will be submitted to the Trust Board meeting on 2 February 2017. <i>For approval</i>  | <b>U</b><br>(to follow) | <b>Chairman</b>   | --                |
| 21.  | <b>MATTERS ARISING</b><br>Confidential action log from the 1 December 2016 Trust Board. <i>For approval</i>  | <b>V</b>                | <b>Chairman</b>   | -                 |
| 22.  | <b>JOINT REPORT FROM THE DIRECTOR OF MARKETING AND COMMUNICATIONS, CHIEF EXECUTIVE AND CHIEF FINANCIAL OFFICER</b>   | <b>W</b><br>(to follow) | <b>Director of Marketing and Communications/<br/>Chief Executive/<br/>Chief Financial Officer</b> | 12.35pm – 12.50pm |
| 23.  | <b>REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS</b>   | <b>X</b>                | <b>Director of Corporate and Legal Affairs</b>  | 12.50pm – 12.55pm |
| 24.  | <b>REPORTS FROM BOARD COMMITTEES</b>   |                         |   | 12.55pm – 12.58pm |
| 24.1 | <b>QUALITY ASSURANCE COMMITTEE (QAC)</b><br>To receive the confidential 24 November 2016 QAC Minutes for noting and endorsement of any   | <b>Y &amp; Y1</b>       | <b>QAC Non-Executive Director Chair</b>   |                   |

|            |   |                   |   |                   |
|------------|---|-------------------|---|-------------------|
|            | recommendations, and the confidential summary of the 22 December 2016 QAC (formal Minutes to be submitted to the 2 February 2017 Trust Board).  |                   |   |                   |
| 24.2       | <b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b><br>To receive the confidential 24 November 2016 IFPIC Minutes for noting and endorsement of any recommendations, and the confidential summary of the 22 December 2016 IFPIC (formal Minutes to be submitted to the 2 February 2017 Trust Board). | <b>Z &amp; Z1</b> | <b>IFPIC Non-Executive Director Chair</b> |                   |
| <b>25.</b> | <b>CORPORATE TRUSTEE BUSINESS</b>   |                   |   | 12.58pm – 12.59pm |
| 25.1       | <b>CHARITABLE FUNDS COMMITTEE (CFC)</b><br>To receive the draft confidential 1 December 2016 CFC Minutes for noting and endorsement of any recommendations.   | <b>AA</b>         | <b>CFC Non-Executive Director Chair</b>   |                   |
| <b>26.</b> | <b>ANY OTHER BUSINESS</b>   |                   | <b>Chairman</b>                           | 12.59pm – 1pm     |

Helen Stokes  
**Senior Trust Administrator**