

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 5 OCTOBER 2017 FROM 9AM – 12.30PM IN ROOMS A & B,
EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

Public meeting commences at 9am

AGENDA

***** Please take the 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 and Mr M Wightman Director of Strategy and Communications. To note that Mr J Jameson Deputy Medical Director and Ms T Jones, Deputy Director of Communications and Engagement will attend this 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 7 September 2017 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	9am – 9.05am
5.	CHAIRMAN'S MONTHLY REPORT OCTOBER 2017 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT OCTOBER 2017 <i>for discussion</i>	D	Chief Executive	9.10am – 9.20am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	STAFF STORY <i>for discussion and assurance</i>	E	Director of Workforce and OD	9.20am – 9.40am
7.2	EAST MIDLANDS CONGENITAL HEART CENTRE UPDATE <i>for discussion and assurance</i>	F	Chief Executive	9.40am – 9.45am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK REPORT INCLUDING BOARD ASSURANCE FRAMEWORK <i>for discussion and assurance</i>	G	Acting Medical Director	9.45am – 9.55am
8.2	UHL GOVERNANCE FRAMEWORK <i>for assurance and discussion</i>	H	Director of Corporate and Legal Affairs	9.55am – 10.05am

9.	LLR STP AND UHL RECONFIGURATION			
9.1	LLR STP AND UHL RECONFIGURATION PROGRAMME <i>for assurance and discussion</i>	I	Chief Financial Officer/Director of Strategy and Communications	10.05am – 10.15am
<i>5 minute comfort break</i>				
10.	RESEARCH, EDUCATION AND TRAINING			
10.1	EAST MIDLANDS CLINICAL RESEARCH NETWORK 2017-18 QUARTER 2 UPDATE <i>for assurance</i>	J	Acting Medical Director	10.20am – 10.30am
10.2	RESEARCH AND INNOVATION 2017-18 QUARTER 2 UPDATE <i>for assurance</i>	K	Acting Medical Director	10.30am – 10.40am
10.3	MULTI-PROFESSIONAL EDUCATION AND TRAINING 2017-18 QUARTER 2 UPDATE <i>for assurance</i>	L	Acting Medical Director/ Chief Nurse	10.40am – 10.50am
11.	QUALITY AND PERFORMANCE			
11.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 28 September 2017 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 November 2017 Trust Board.	M	QOC Non-Executive Director Chair	10.50am – 10.55am
11.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE To receive the summary of the issues considered at the 28 September 2017 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 November 2017 Trust Board.	N	PPPC Non-Executive Director Chair	10.55am – 11am
11.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 28 September 2017 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 November 2017 Trust Board. The financial performance report for month 5 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	O O1	FIC Non-Executive Director Chair Chief Financial Officer	11am – 11.05am 11.05am – 11.15am
12.	REPORTS FROM BOARD COMMITTEES			11.15am – 11.20am
12.1	AUDIT COMMITTEE To receive the 7 September 2017 Audit Committee Minutes and approve any recommendations.	P1	Audit Committee Non-Executive Director Chair	
12.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 31 August 2017 QAC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 September 2017 Trust Board.	P2	QOC Non-Executive Director Chair	
12.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 31 August 2017 IFPIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 September 2017 Trust Board.	P3	FIC Non-Executive Director Chair	
13.	TRUST BOARD BULLETIN – OCTOBER 2017	Q	-	-
14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.20am – 11.25am
		-		11.25am –

15.	ANY OTHER BUSINESS		Chairman	11.30am
16.	DATE OF NEXT MEETING	-		-
	The next Trust Board meeting will be held on Thursday 2 November 2017 from 9am in Rooms 2 & 3, Clinical Education Centre, Glenfield Hospital.		Chairman	-
17.	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 18-25).			-
18.	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.			-
19.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 7 September 2017 Trust Board meeting. <i>for approval</i>	R	Chairman	-
20.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	S	Chairman	11.30am – 11.35am
21.	REPORTS FROM THE CHIEF FINANCIAL OFFICER	T & T1	Chief Financial Officer	11.35am – 12noon
22.	JOINT REPORT FROM THE DIRECTOR OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT AND THE CHIEF FINANCIAL OFFICER	U	Director of Workforce and Organisational Development/ Chief Financial Officer	12noon – 12.15pm
23.	REPORTS FROM BOARD COMMITTEES			12.15pm – 12.20pm
23.1	AUDIT COMMITTEE To receive the confidential Minutes of the 7 September 2017 Audit Committee and approve any recommendations.	V	Audit Committee Non-Executive Director Chair	
23.2	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential 31 August IFPIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 7 September 2017 Trust Board), and the confidential summary of the 28 September 2017 FIC (formal Minutes to be submitted to the 2 November 2017 Trust Board).	V1 & V2	FIC Non-Executive Director Chair	
23.3	REMUNERATION COMMITTEE To receive the 14 September 2017 Remuneration Committee Minutes and endorse any recommendations.	V3	Chairman	
24.	CONFIDENTIAL TRUST BOARD BULLETIN	W	-	-
25.	ANY OTHER BUSINESS	-	Chairman	12.20pm – 12.25pm

Helen Stokes – Corporate and Committee Services Manager