

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 4 APRIL 2019 FROM 9AM IN SEMINAR ROOMS 2 & 3, CLINICAL EDUCATION CENTRE, GLENFIELD HOSPITAL

Public meeting commences at 9am

AGENDA

***** Please note the venue for this meeting and take the papers as read *****

Item no.	Item	Paper ref:	Lead	Indicative timing
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 2-8).	-	-	-
2.	APOLOGIES AND WELCOME To receive an apology for absence from Mr J Adler, Chief Executive.	-	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.	-	Chairman	-
4.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 7 March 2019 Trust Board meeting. <i>for approval</i>	A (to follow)	Chairman	-
5.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	B	Chairman	8.00am – 8.05am –
FOR EXPLORATION				
6.	KEY ISSUE FOR DISCUSSION/DECISION			
6.1	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	C (to follow)	Director of Estates and Facilities	8.05am – 8.35am
FOR NAVIGATION				
7.	ITEMS FOR ASSURANCE			
7.1	REPORTS FROM BOARD COMMITTEES			
7.1.1	AUDIT COMMITTEE To receive the confidential 8 March 2019 Audit Committee minutes and endorse any recommended items contained therein.	D1	AC Non-Executive Director Chair	8.35am – 8.40am
7.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the confidential summary of the 28 March 2019 PPPC (no recommended items). Formal Minutes to be submitted to the 2 May 2019 Trust Board.	D2 (to follow)	PPPC Non-Executive Director Chair	8.40am – 8.45am
7.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential summary of the 28 March 2019 FIC and approve any recommended items (formal Minutes to be submitted to the 2 May 2019 Trust Board).	E	FIC Non-Executive Director Chair	8.45am – 8.50am
8.	ITEMS FOR NOTING			

8.1	REPORTS FROM BOARD COMMITTEES			8.50am – 8.55am
8.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 28 February 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 7 March 2019 Trust Board).	F	FIC Non-Executive Director Chair	
<i>5 minute comfort break prior to starting the public section of the meeting</i>				
9.	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.			-
10.	MINUTES			-
	To confirm the Minutes of the 7 March 2019 Trust Board meeting. <i>For approval</i>	G	Chairman	-
11.	MATTERS ARISING			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	H	Chairman	
FOR EXPLORATION				
12.	KEY ISSUES FOR DISCUSSION/DECISION			
12.1	PATIENT STORY – SERIOUS UNTOWARD INCIDENT	I	Medical Director	9.05am – 9.25am
12.2	CHAIRMAN’S MONTHLY REPORT APRIL 2019	J	Chairman	9.25am – 9.35am
12.3	CHIEF EXECUTIVE’S MONTHLY REPORT APRIL 2019	K	Acting Chief Executive	9.35am – 9.55am
12.4	LLR STP PARTNERSHIP GROUP	L	Acting Chief Executive	9.55am – 10.10am
12.5	ANNUAL OPERATIONAL PLAN 2019/20 AND LLR SYSTEM PLAN 2019/20	M (to follow)	Director of Strategy and Communications	10.10am – 10.20am
FOR NAVIGATION				
13.	ITEMS FOR ASSURANCE			
13.1	INTEGRATED RISK AND ASSURANCE REPORT	N	Medical Director	10.20am – 10.30am
13.2	BREXIT – UHL NO DEAL EU EXIT PREPARATIONS	Verbal	Director of Corporate and Legal Affairs	10.30am – 10.40am
13.3	EAST MIDLANDS CLINICAL RESEARCH NETWORK QUARTERLY UPDATE	O	Medical Director	10.40am – 10.50am
<i>10 minute comfort break</i>				
14.4	REPORTS FROM BOARD COMMITTEES			
14.4.1	AUDIT COMMITTEE To receive the 8 March 2019 Audit Committee minutes and endorse any recommended items contained therein.	P	AC Non-Executive Director Chair	11.00am – 11.10am
14.4.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 28 March 2019 meeting for information, and approve any recommended items including the Aseptic Unit capacity plan . Formal minutes of that meeting will be submitted to the 2 May 2019 Trust Board.	Q	QOC Non-Executive Director Chair	11.10am – 11.20am

14.4.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 28 March 2019 meeting for information, and approve any recommended items including the Guardian of Safe Working quarterly report and the Gender Pay Gap Annual Report 2018/19 . Formal minutes of that meeting will be submitted to the 2 May 2019 Trust Board.	R (to follow)	PPPC Non-Executive Director Chair	11.20am – 11.30am
14.4.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 28 March 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 May 2019 Trust Board. The financial performance report for month 11 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	S S1	FIC Non-Executive Director Chair Chief Financial Officer	11.30am – 11.45am
15.5	CORPORATE TRUSTEE BUSINESS			
15.5.1	CHARITABLE FUNDS COMMITTEE (CFC) To approve a recommendation arising from the 7 February 2019 CFC meeting.	T	CFC Non-Executive Director Chair	11.45am – 11.50am
16.	ITEMS FOR NOTING			
16.1	REPORTS FROM BOARD COMMITTEES	U1-U3		11.50am – 11.55am
16.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 28 February 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 March 2019 Trust Board.	U1	QOC Non-Executive Director Chair	
16.1.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 28 February 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 March 2019 Trust Board.	U2	PPPC Non-Executive Director Chair	
16.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 28 February 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 March 2019 Trust Board.	U3	FIC Non-Executive Director Chair	
16.2	QUARTERLY SEALINGS REPORT	V	Director of Corporate and Legal Affairs	
17.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.55am – 12.05pm
18.	ANY OTHER BUSINESS	-	Chairman	12.05pm – 12.10pm
19.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 2 May 2019 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary .	-	Chairman	

Kate Rayns, **Corporate and Committee Services Officer**