

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 4 JULY 2019 FROM 9AM IN SEMINAR ROOMS 2 AND 3 IN THE CLINICAL EDUCATION CENTRE AT GLENFIELD HOSPITAL**

**Public meeting commences at 9am**

**AGENDA (REVISED)**

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

Item no.	Item	Paper ref:	Lead	Indicative timing
<b>1.</b>	<b>APOLOGIES AND ANNOUNCEMENTS</b>	-	<b>Chairman</b>	
	To receive any apologies for absence including those from Ms C Fox, Chief Nurse. To note that Ms E Meldrum, Deputy Chief Nurse will be attending the meeting on behalf of the Chief Nurse.  To note that the Trust's Annual Public Meeting will be held from 4.30pm on Thursday 4 July 2019 at Devonshire Place, 78 London Road, Leicester LE2 0RA and that this event will be preceded by a Health and Information Fair between 2pm and 4pm in the same venue.			-
<b>2.</b>	<b>DECLARATIONS OF INTERESTS</b>	-	<b>Chairman</b>	
	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>			-
	To confirm the Minutes of the 6 June 2019 Trust Board meeting. <i>For approval</i>	<b>A (to follow)</b>	<b>Chairman</b>	-
<b>4.</b>	<b>MATTERS ARISING</b>			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	<b>B (to follow)</b>	<b>Chairman</b>	
<b>FOR EXPLORATION</b>				
<b>5.</b>	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
<b>5.1</b>	<b>PATIENT STORY – SERIOUS UNTOWARD INCIDENT</b>	<b>C</b>	<b>Medical Director</b>	9.05am – 9.25am
<b>5.2</b>	<b>CHAIRMAN'S MONTHLY REPORT JULY 2019</b>	<b>D (to follow)</b>	<b>Chairman</b>	9.25am – 9.40am
<b>5.3</b>	<b>CHIEF EXECUTIVE'S MONTHLY REPORT JULY 2019</b>	<b>E</b>	<b>Chief Executive</b>	9.40am – 10.00am
<b>5.4</b>	<b>UHL RESPONSE TO NATIONAL LISTERIA ISSUES</b>	<b>F (to follow)</b>	<b>Director of Estates and Facilities/ Deputy Chief Nurse</b>	10.00am – 10.15am
<b>FOR NAVIGATION</b>				
<b>6.</b>	<b>ITEMS FOR ASSURANCE</b>			
<b>6.1</b>	<b>EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) ANNUAL REPORT 2018/19 AND PRESENTATION ON CRN</b>	<b>G</b>	<b>Medical Director</b>	10.15am – 10.25am

<b>6.2</b>	<b>RECONFIGURATION PROGRAMME UPDATE</b>	<b>H</b>	<b>Chief Financial Officer</b>	10.25am – 10.35am
<i>10 minute comfort break</i>				
<b>6.3</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			
<b>6.3.1</b>	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the summary of the issues considered at the 27 June 2019 meeting for information, and approve any recommended items (including the 7 Day Services Self-Assessment, CQC Statement of Purpose and Annual Fire Safety Report 2018/19). Formal minutes of that meeting will be submitted to the 1 August 2019 Trust Board.	<b>I (to follow)</b>	<b>QOC Non-Executive Director Chair</b>	10.45am – 10.55am
<b>6.3.2</b>	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the summary of the issues considered at the 27 June 2019 meeting for information, and approve any recommended items (including the quarterly Guardian of Safe Working report). Formal minutes of that meeting will be submitted to the 1 August 2019 Trust Board.	<b>J (to follow)</b>	<b>PPPC Non-Executive Director Deputy Chair</b>	10.55am – 11.05am
<b>6.3.3</b>	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the summary of the issues considered at the 27 June 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 1 August 2019 Trust Board.  The <b>financial performance report for month 2</b> is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	<b>K</b>  <b>K1</b>	<b>FIC Non-Executive Director Chair</b>  <b>Chief Financial Officer</b>	11.05am – 11.15am
<b>7.</b>	<b>ITEMS FOR NOTING</b>			
<b>7.1</b>	<b>LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES</b>	<b>L</b>	<b>Chief Executive</b>	11.15am – 11.20am
<b>7.2</b>	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>M1-M3</b>		11.20am – 11.25am
<b>7.2.1</b>	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 30 May 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 June 2019 Trust Board.	<b>M1</b>	<b>QOC Non-Executive Director Chair</b>	
<b>7.2.2</b>	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 30 May 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 June 2019 Trust Board.	<b>M2</b>	<b>PPPC Non-Executive Director Chair</b>	
<b>7.2.3</b>	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 30 May 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 June 2019 Trust Board.	<b>M3</b>	<b>FIC Non-Executive Director Chair</b>	
<b>8.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	-	<b>Chairman</b>	11.25am – 11.30am
<b>9.</b>	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	11.30am – 11.35am
<b>10.</b>	<b>DATE OF NEXT MEETING</b>	-	-	-
	The next Trust Board meeting will be held on <b>Thursday 1 August 2019</b> from <b>9am</b> in the <b>Board Room, Victoria Building, Leicester Royal Infirmary</b> .	-	<b>Chairman</b>	
<b>11.</b>	<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 12-18).			
<b>12.</b>	<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.	-	Chairman	-
<b>13.</b>	<b>CONFIDENTIAL MINUTES</b> To note that there were no confidential Minutes from the 6 June 2019 meeting. To confirm the confidential Minutes of the 13 June 2019 Extraordinary Trust Board meeting. <i>for approval</i>	N	Chairman	-
<b>14.</b>	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	O (to follow)	Chairman	11.30am – 11.40am
<b>FOR EXPLORATION</b>				
<b>15.</b>	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
15.1	<b>CONFIDENTIAL REPORT BY THE DIRECTOR OF ESTATES AND FACILITIES</b>	P Presentation (to follow)	Director of Estates and Facilities	11.40am – 12.25pm
15.2	<b>CONFIDENTIAL REPORT BY THE CHAIR OF TGH LTD</b>	Q (to follow)	TGH Chair	12.25pm – 12.35pm
15.3	<b>CONFIDENTIAL REPORT BY THE CHIEF FINANCIAL OFFICER</b>	Q1 & Q2	Chief Financial Officer	** 1.00pm – 2pm **
<b>FOR NAVIGATION</b>				
<b>16.</b>	<b>ITEMS FOR ASSURANCE</b>			
<b>16.1</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			
16.1.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the confidential summary of the 27 June 2019 QOC and approve any recommended items. Formal Minutes to be submitted to the 1 August 2019 Trust Board.	R1 (to follow)	QOC Non-Executive Director Chair	12.35pm – 12.40pm
16.1.2	<b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the confidential summary of the 27 June 2019 PPPC and approve any recommended items. Formal Minutes to be submitted to the 1 August 2019 Trust Board.	R2 (to follow)	PPPC Non-Executive Director Deputy Chair	12.40pm – 12.45pm
16.1.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the confidential summary of the 27 June 2019 FIC and approve any recommended items. Formal Minutes to be submitted to the 1 August 2019 Trust Board.	R3	FIC Non-Executive Director Chair	12.45pm – 12.50pm
16.1.4	<b>REMUNERATION COMMITTEE</b> To receive the Minutes of the 6 June 2019 Remuneration Committee meeting.	R4	Chair	12.50pm – 12.55pm
<b>17.</b>	<b>ITEMS FOR NOTING</b>			
<b>17.1</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			
17.1.1	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 30 May 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 June 2019 Trust Board).	S	FIC Non-Executive Director Chair	
<b>18.</b>	<b>ANY OTHER BUSINESS</b>	-	Chairman	12.55pm – 1.00pm

Kate Rayns, Corporate and Committee Services Officer