

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 6 JUNE 2019 FROM 9AM IN SEMINAR ROOMS A AND B IN THE EDUCATION CENTRE AT LEICESTER GENERAL 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.	APOLOGIES AND WELCOME	-	Chairman	
	To receive any apologies for absence including those from Mr M Wightman, Director of Strategy and Communications and Ms H Wyton, Director of People and Organisational Development. To note that Ms T Jones, Deputy Director of Communications and Engagement will be attending on behalf of the Director of Strategy and Communications and Ms J Tyler-Fantom, Deputy Director of Human Resources will be attending on behalf of the Director of People and Organisational Development.			-
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			-
	To confirm the Minutes of the 2 May and 24 May 2019 Trust Board meetings. <i>For approval</i>	A1 & A2 (A2 to follow)	Chairman	-
4.	MATTERS ARISING			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	PATIENT STORY	C	Chief Nurse	9.05am – 9.20am
5.2	VOLUNTEER SERVICES ANNUAL REPORT 2018/19	D	Chief Nurse	9.20am – 9.35am
5.3	CHAIRMAN'S MONTHLY REPORT JUNE 2019	E	Chairman	9.35am – 9.45am
5.4	CHIEF EXECUTIVE'S MONTHLY REPORT JUNE 2019	F	Chief Executive	9.45am – 10.05am
5.5	UPDATED PATIENT AND PUBLIC INVOLVEMENT STRATEGY	G	Deputy Director of Communications and Engagement	10.05am – 10.15am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			
6.1	RECONFIGURATION PROGRAMME QUARTERLY UPDATE	H	Chief Financial Officer	10.15am – 10.25am

6.2	EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) ANNUAL DELIVERY PLAN 2019/20	I	Medical Director	10.25am – 10.35am
6.3	RESEARCH AND INNOVATION QUARTERLY UPDATE – JUNE 2019	J	Medical Director	10.35am – 10.45am
<i>10 minute comfort break</i>				
6.4	REPORTS FROM BOARD COMMITTEES			
6.4.1	AUDIT COMMITTEE To receive the Minutes of the Audit Committee meeting held on 24 May 2019, and approve any recommended items.	K	AC Non-Executive Director Chair	10.55am – 11.05am
6.4.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 30 May 2019 meeting for information, and approve any recommended items (2018/19 Quality Account and Learning from Deaths quarterly update). Formal minutes of that meeting will be submitted to the 4 July 2019 Trust Board.	L	QOC Non-Executive Director Chair	11.05am – 11.15am
6.4.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 30 May 2019 meeting for information, and approve any recommended items Formal minutes of that meeting will be submitted to the 4 July 2019 Trust Board.	M (to follow)	PPPC Non-Executive Director Chair	11.15am – 11.25am
6.4.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 30 May 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 4 July 2019 Trust Board. The financial performance report for month 1 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	N N1	FIC Non-Executive Director Chair Chief Financial Officer	11.25am – 11.40am
7.	ITEMS FOR NOTING			
7.1	LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES	O	Chief Executive	11.40am – 11.45am
7.2	REPORTS FROM BOARD COMMITTEES	P1-P3		11.45am – 11.50am
7.2.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 25 April 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 May 2019 Trust Board.	P1	QOC Non-Executive Director Chair	
7.2.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 25 April 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 May 2019 Trust Board.	P2	PPPC Non-Executive Director Chair	
7.2.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 25 April 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 May 2019 Trust Board.	P3	FIC Non-Executive Director Chair	
8.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.50am – 12noon
9.	ANY OTHER BUSINESS	-	Chairman	12noon – 12.05pm
10.	DATE OF NEXT MEETING	-	-	-

	The next Trust Board meeting will be held on Thursday 4 July 2019 from 9am in Seminar Rooms 2 and 3, Clinical Education Centre, Glenfield Hospital site.	-	Chairman	
11.	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 12-17).	-	-	-
12.	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	-
13.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 2 May 2019 Trust Board meeting. <i>for approval</i>	Q	Chairman	-
14.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	R	Chairman	12.05pm - 12.10pm
FOR NAVIGATION				
15.	ITEMS FOR ASSURANCE			
15.1	REPORTS FROM BOARD COMMITTEES			
15.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential summary of the 30 May 2019 FIC and approve any recommended items. Formal Minutes to be submitted to the 4 July 2019 Trust Board.	S	FIC Non-Executive Director Chair	12.10pm – 12.15pm
16.	ITEMS FOR NOTING			
16.1	REPORTS FROM BOARD COMMITTEES	T1-T2		12.15pm – 12.25pm
16.1.1	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 25 April 2019 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 2 May 2019 Trust Board).	T1	PPPC Non-Executive Director Chair	
16.1.2	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 25 April 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 2 May 2019 Trust Board).	T2	FIC Non-Executive Director Chair	
17.	ANY OTHER BUSINESS	-	Chairman	12.25pm – 12.30pm

Kate Rayns
Corporate and Committee Services Officer