

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 7 FEBRUARY 2019 FROM 9AM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY

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.			-
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 10 January 2019 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	
5.	CHAIRMAN'S MONTHLY REPORT FEBRUARY 2019 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT FEBRUARY 2019 <i>for discussion</i>	D	Chief Executive	9.10am – 9.25am
7.	KEY ISSUES FOR DISCUSSION/DECISION			
7.1	DRAFT UHL QUALITY STRATEGY <i>for discussion and approval</i>	E	Chief Executive	9.25am – 9.45am
7.2	STAFF STORY – TIME TO CHANGE <i>for discussion</i>	F	Director of People and OD	9.45am – 10.05am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK AND ASSURANCE REPORT <i>for discussion and assurance</i>	G	Medical Director	10.05am – 10.15am
8.2	BREXIT – UHL NO DEAL EU EXIT PREPARATIONS (RISK ASSESSMENT) <i>for discussion and assurance</i>	H	Director of Corporate and Legal Affairs	10.15am – 10.25am
8.3	STAFF FLU VACCINATION TAKE-UP WINTER 2018/19 <i>for discussion and assurance</i>	I	Director of People and OD	10.25am – 10.35am
9.	LLR STP AND UHL RECONFIGURATION PROGRAMME UPDATE <i>for assurance and discussion</i>	J	Chief Financial Officer/Director of Strategy and Communications	10.35am – 10.45am

5 minute comfort break

5 minute comfort break				
10.	QUALITY, PERFORMANCE AND FINANCE			10.50am – 11.15am
10.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 31 January 2019 meeting for information, and approve any recommended items including the 7 day services self-assessment and cancer harm review findings. Formal minutes of that meeting will be submitted to the 7 March 2019 Trust Board.	K	QOC Non-Executive Director Chair	
10.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 31 January 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 March 2019 Trust Board.	L	PPPC Non-Executive Director Chair	
10.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 31 January 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 March 2019 Trust Board. The financial performance report for month 9 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	M M1	FIC Non-Executive Director Chair Chief Financial Officer	
11.	REPORTS FROM BOARD COMMITTEES	N1 – N4		11.15am – 11.25am
11.1	AUDIT COMMITTEE To receive the 11 January 2019 Audit Committee Minutes and endorse any recommendations therein.	N1	AC Non-Executive Director Chair	
11.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 20 December 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 10 January 2019 Trust Board.	N2	QOC Non-Executive Director Chair	
11.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 20 December 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 10 January 2019 Trust Board.	N3	PPPC Non-Executive Director Chair	
11.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 20 December 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 10 January 2019 Trust Board.	N4	FIC Non-Executive Director Chair	
12.	TRUST BOARD BULLETIN – FEBRUARY 2019 • <i>No items</i>	-	-	-
13.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.25am – 11.30am
14.	ANY OTHER BUSINESS	-	Chairman	11.30am – 11.35am
15.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 7 March 2019 from 9am in Seminar Rooms A and B, Education Centre, Leicester General Hospital.	-	Chairman	

16.	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 17-23).	-	-	
17.	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	
18.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 10 and 15 January 2019 Trust Board meetings. <i>for approval</i>	O1 & O2 (O2 to follow)	Chairman	-
19.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	P	Chairman	
20.	JOINT REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS AND THE CHIEF FINANCIAL OFFICER	Q1 & Q2 (Q2 to follow)	Director of Strategy and Communications and Chief Financial Officer	11.35am – 11.55am
<i>10 minute comfort break and working lunch</i>				
21.	REPORTS FROM BOARD COMMITTEES	R1 – R8		12.05pm – 12.25pm
21.1	AUDIT COMMITTEE To receive the 11 January 2019 confidential Audit Committee Minutes and approve any recommendations.	R1	AC Non-Executive Director Chair	
21.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 20 December 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 10 January 2019 Trust Board). To receive the confidential summary of the 31 January 2019 PPPC (formal Minutes to be submitted to the 7 March 2019 Trust Board).	R2 & R3	PPPC Non-Executive Director Chair	
21.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 20 December 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 10 January 2019 Trust Board). To receive the confidential summary of the 31 January 2019 FIC and approve any recommended items (formal Minutes to be submitted to the 7 March 2019 Trust Board).	R4 & R5	FIC Non-Executive Director Chair	
21.4	REMUNERATION COMMITTEE To receive the 10 January 2019 and 17 January 2019 Remuneration Committee Minutes and approve any recommended items.	R6 & R7	Chairman	
22.	CONFIDENTIAL TRUST BOARD BULLETIN	-	-	-
23.	ANY OTHER BUSINESS	-	Chairman	12.15pm – 12.20pm

Kate Rayns
Corporate and Committee Services Officer