

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 7 MARCH 2019 FROM 9AM IN SEMINAR ROOMS A & B,  
EDUCATION CENTRE, 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
<b>1.</b>	<b>APOLOGIES AND WELCOME</b>	-	<b>Chairman</b>	
	To receive apologies for absence from Ms R Brown, Chief Operating Officer and to note that Ms S Leak, Director of Operational Improvement will be attending the meeting on her behalf.  To welcome Mr A Carruthers, Acting Chief Information Officer and Mr D Kerr, Director of Estates and Facilities to the meeting.			-
<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 7 February 2019 Trust Board meeting. <i>For approval</i>	<b>A</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</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</b>	<b>C</b>	<b>Chief Nurse</b>	9.05am – 9.25am
<b>5.2</b>	<b>CHAIRMAN'S MONTHLY REPORT MARCH 2019</b>	<b>D</b>	<b>Chairman</b>	9.25am – 9.35am
<b>5.3</b>	<b>CHIEF EXECUTIVE'S MONTHLY REPORT MARCH 2019</b>	<b>E</b>	<b>Chief Executive</b>	9.35am – 9.55am
<b>5.4</b>	<b>LEICESTERSHIRE ACADEMIC HEALTH PARTNERSHIP</b>	<b>F</b>	<b>Medical Director</b>	9.55am – 10.10am
<b>5.5</b>	<b>UHL RECONFIGURATION PROGRAMME UPDATE</b>	<b>G</b>	<b>Chief Financial Officer/Director of Strategy and Communications</b>	10.10am – 10.20am
<b>FOR NAVIGATION</b>				
<b>6.</b>	<b>ITEMS FOR ASSURANCE</b>			
<b>6.1</b>	<b>INTEGRATED RISK AND ASSURANCE REPORT</b>	<b>H</b>	<b>Medical Director</b>	10.20am – 10.30am

6.2	<b>BREXIT – UHL NO DEAL EU EXIT PREPARATIONS</b>	I	Director of Corporate and Legal Affairs	10.30am – 10.40am
6.3	<b>RESEARCH AND INNOVATION QUARTERLY UPDATE</b>	J	Medical Director	10.40am – 10.50am
6.4	<b>MEDICAL EDUCATION AND TRAINING QUARTERLY UPDATE</b>	K (to follow)	Medical Director	10.50am – 11am
<i>5 minute comfort break</i>				
6.5	<b>REPORTS FROM BOARD COMMITTEES</b>			
6.5.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the summary of the issues considered at the 28 February 2019 meeting for information, and approve any recommended items including the <b>Learning from Deaths quarterly update</b> . Formal minutes of that meeting will be submitted to the 4 April 2019 Trust Board.	L	QOC Non-Executive Director Chair	11.05am – 11.15am
6.5.2	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the summary of the issues considered at the 28 February 2019 meeting for information, and approve any recommended items including the <b>UHL People Strategy</b> . Formal minutes of that meeting will be submitted to the 4 April 2019 Trust Board.	M	PPPC Non-Executive Director Chair	11.15am – 11.25am
6.5.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the summary of the issues considered at the 28 February 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 4 April 2019 Trust Board.  The <b>financial performance report for month 10</b> 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
6.6	<b>CORPORATE TRUSTEE BUSINESS</b>			
6.6.1	<b>CHARITABLE FUNDS COMMITTEE (CFC)</b> To receive the 7 February 2019 CFC Minutes and endorse any recommendations therein.	O	CFC Non-Executive Director Chair	11.40am – 11.45am
7.	<b>ITEMS FOR NOTING</b>			
7.1	<b>REPORTS FROM BOARD COMMITTEES</b>	P1-P3		11.45am – 11.50am
7.1.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 31 January 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 February 2019 Trust Board.	P1	QOC Non-Executive Director Chair	
7.1.2	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 31 January 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 February 2019 Trust Board.	P2	PPPC Non-Executive Director Chair	
7.1.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 31 January 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 February 2019 Trust Board.	P3	FIC Non-Executive Director Chair	
7.2	<b>LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES</b>	Q	Chief Executive	-
8.	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	-	Chairman	11.50am – 11.55am
		-		11.55am –

9.	<b>ANY OTHER BUSINESS</b>		Chairman	12noon
10.	<b>DATE OF NEXT MEETING</b>	-	-	-
	The next Trust Board meeting will be held on <b>Thursday 4 April 2019</b> from <b>9am</b> in <b>Seminar Rooms 2 and 3, Clinical Education Centre, Glenfield Hospital.</b>	-	Chairman	
11.	<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).	-	-	-
12.	<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	-
13.	<b>CONFIDENTIAL MINUTES</b> To confirm the confidential Minutes of the 7 February 2019 Trust Board meeting. <i>for approval</i>	R	Chairman	-
14.	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	S	Chairman	12noon - 12.05pm –
<b>FOR EXPLORATION</b>				
15.	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
15.1	<b>JOINT REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS AND THE CHIEF FINANCIAL OFFICER</b>	T1 & T2	Director of Strategy and Communications and Chief Financial Officer	12.05pm – 12.20pm
15.2	<b>REPORT FROM THE CHIEF FINANCIAL OFFICER AND THE DIRECTOR OF ESTATES AND FACILITIES</b>	U	Chief Financial Officer and Director of Estates and Facilities	12.20pm – 12.45pm
15.3	<b>CORPORATE TRUSTEE BUSINESS – REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS</b>	V	Director of Strategy and Communications	12.45pm – 12.55pm
<i>working lunch</i>				
<b>FOR NAVIGATION</b>				
16.	<b>ITEMS FOR ASSURANCE</b>			
16.1	<b>REPORTS FROM BOARD COMMITTEES</b>	W1–W2		
16.1.1	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the confidential summary of the 28 February 2019 FIC and approve any recommended items (formal Minutes to be submitted to the 4 April 2019 Trust Board).	W1	FIC Non-Executive Director Chair	1pm – 1.05pm
16.1.2	<b>REMUNERATION COMMITTEE</b> To receive the 7 February 2019 Remuneration Committee Minutes and approve any recommended items.	W2	Chairman	1.05pm – 1.10pm
16.2	<b>CORPORATE TRUSTEE BUSINESS</b>			
16.2.1	<b>CHARITABLE FUNDS COMMITTEE (CFC)</b>	X	CFC Non-	1.10pm –

	To receive the confidential Minutes of the 7 February 2019 CFC meeting and approve any recommended items.		<b>Executive Director Chair</b>	1.15pm
<b>17.</b>	<b>ITEMS FOR NOTING</b>			
<b>17.1</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			1.15pm – 1.20pm
17.1.1	<b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 31 January 2019 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 7 February 2019 Trust Board).	<b>Y1</b>	<b>PPPC Non-Executive Director Chair</b>	
17.1.2	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 31 January 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 7 February 2019 Trust Board).	<b>Y2</b>	<b>FIC Non-Executive Director Chair</b>	
<b>17.2</b>	<b>REPORT FROM THE CHIEF FINANCIAL OFFICER</b>	<b>Y3</b>	<b>Chief Financial Officer</b>	-
<b>17.3</b>	<b>LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES</b>	<b>Y4</b>	<b>Chief Executive</b>	-
<b>18.</b>	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	1.20pm – 1.25pm

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