

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 3 SEPTEMBER 2020 FROM 9AM – 11.30AM

MICROSOFT TEAMS VIRTUAL MEETING

Public meeting commences at 9am ***

AGENDA

***** Please note the later time for this virtual meeting and take the papers as read *****

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND ANNOUNCEMENTS	-	Chairman	
	To receive any apologies for absence including those from Mr J Adler, Chief Executive and Ms C Fox, Deputy Chief Nurse. To note that Ms N Green, Deputy Chief Nurse will be attending on behalf of the Chief Nurse.			-
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 6 August 2020 virtual Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	9.00am – 9.05am
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	PATIENT STORY	C	Chief Nurse	9.05am – 9.20am
5.2	CHAIRMAN'S MONTHLY REPORT – SEPTEMBER 2020	D	Chairman	9.20am – 9.30am
5.3	ACTING CHIEF EXECUTIVE'S MONTHLY REPORT – SEPTEMBER 2020	E	Acting Chief Executive	9.30am – 9.40am
5.4	ADDRESSING HEALTHCARE INEQUALITIES <ul style="list-style-type: none"> • Report from Director of Strategy and Communications • Presentation on Testing of UHL Staff by Dr Prashanth Patel, Clinical Director, Clinical Support and Imaging 	F1 & F2	Director of Strategy and Communications/ Medical Director	9.40am – 10.00am
5.5	LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM EXPECTATIONS AND ACTIONS	G	Director of Strategy and Communications	10.00am – 10.05am
5.6	EMERGENCY PREPAREDNESS, RESPONSE AND RESILIENCE ANNUAL REPORT 2019/20	H	Acting Chief Operating Officer	10.05am – 10.15am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			

6.1	REPORTS FROM THE VIRTUAL BOARD COMMITTEE ASSURANCE CONFERENCE CALLS – AUGUST 2020	11 – 14		
6.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive a summary of the issues considered at the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at QOC. To note that the <i>Quarterly Learning from Deaths report</i> is appended to the QOC summary for approval.	11	QOC Non-Executive Director Chair	10.15am – 10.20am
6.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive a summary of the issues considered at the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at PPPC. To note that reports on <i>Winter Planning, Covid-19 Restoration and Recovery and the NHS and UHL People Plans</i> are appended to the PPPC summary for information.	12	PPPC Non-Executive Director Chair	10.20am – 10.25am
6.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the issues considered at the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC. The <i>financial performance report for month 4 of 2020/21</i> will be introduced separately by the Interim Chief Financial Officer.	13 (to follow) 14	FIC Non-Executive Director Chair Interim Chief Financial Officer	10.25am – 10.30am 10.30am – 10.35am
7.	ITEMS FOR NOTING			-
7.1	MINUTES FROM THE VIRTUAL BOARD COMMITTEE ASSURANCE CONFERENCE CALLS – JULY 2020	J1 – J3		
7.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the Minutes of the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at QOC, noting that any recommended items were approved through the meeting summary presented to the 6 August 2020 Trust Board.	J1	QOC Non-Executive Director Chair	-
7.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the Minutes of the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at PPPC, noting that any recommended items were approved through the meeting summary presented to the 6 August 2020 Trust Board.	J2	PPPC Non-Executive Director Chair	-
7.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the Minutes of the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC, noting that any recommended items were approved through the meeting summary presented to the 6 August 2020 Trust Board.	J3	FIC Non-Executive Director Chair	-
8.	CORPORATE TRUSTEE BUSINESS			
8.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the minutes of the CFC meeting held on 6 August 2020 and approve any recommended items.	K	CFC Non-Executive Director Chair	10.35am – 10.40am
9.	QUESTIONS FROM THE PUBLIC AS NOTIFIED IN ADVANCE OF THE MEETING	-	Chairman	10.40am – 10.45am
10.	ANY OTHER BUSINESS	-	Chairman	-
11.	DATE OF NEXT MEETING	-	-	

	The next Trust Board meeting will be held virtually on Thursday 1 October 2020 from 9am.	-	Chairman	
12.	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 13-20).	-	-	-
<i>5-minute comfort break 10.45am – 10.50am</i>				
13.	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	-
14.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 6 August 2020 virtual Trust Board meeting. <i>for approval</i>	L	Chairman	-
15.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	M	Chairman	10.50am – 10.55am
FOR EXPLORATION				
16.	KEY ISSUES FOR DISCUSSION/DECISION	-		-
16.1	CONFIDENTIAL REPORT BY THE TRUST CHAIRMAN	N	Trust Chairman	10.55am – 11.00am
16.2	CONFIDENTIAL REPORT BY THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	O	Director of Corporate and Legal Affairs	11.00am – 11.10am
FOR NAVIGATION				
17.	ITEMS FOR ASSURANCE			
17.1	REPORTS FROM BOARD COMMITTEES			
17.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the confidential issues considered at the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC (and approve any recommended items as appended to the summary).	P (to follow)	FIC Non-Executive Director Chair	11.10am – 11.20am
17.1.2	REMUNERATION COMMITTEE To note that the confidential minutes of the Remuneration Committee held on 14 August 2020 will be submitted to the 1 October 2020 Trust Board meeting.	-	-	-
17.2	REPORTS FROM EXECUTIVE GROUPS			
17.2.1	EXECUTIVE STRATEGY BOARD (ESB) To receive the action notes arising from the ESB meeting held on 4 August 2020 and a copy of the agenda for the 1 September 2020 ESB meeting.	Q1 & Q2	Acting Chief Executive	11.20am – 11.25am
18.	CORPORATE TRUSTEE BUSINESS			
18.1	CHARITABLE FUNDS COMMITTEE (CFC)	R	CFC Non-Executive	11.25am –

	To receive the confidential minutes of the CFC meeting held on 6 August 2020 and approve any recommended items.		Director Chair	11.30am
19.	ITEMS FOR NOTING			-
19.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential minutes of the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC, noting that any recommended items were approved through the meeting summary presented to the 6 August 2020 Trust Board.	S	FIC Non-Executive Director Chair	-
20.	ANY OTHER BUSINESS	-	Chairman	-

Kate Rayns
Corporate and Committee Services Officer