

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 5 MARCH 2020 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
<b>1.</b>	<b>APOLOGIES AND ANNOUNCEMENTS</b>	-	Chairman	
	To receive any apologies for absence.			-
<b>2.</b>	<b>DECLARATIONS OF INTERESTS</b>	-	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.			-
<b>3.</b>	<b>MINUTES</b>			-
	To confirm the Minutes of the 6 February 2020 Trust Board meeting. <i>For approval</i>	<b>A</b>	Chairman	-
<b>4.</b>	<b>MATTERS ARISING</b>			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	<b>B</b>	Chairman	
<b>FOR EXPLORATION</b>				
<b>5.</b>	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
5.1	<b>PATIENT STORY – LEICESTER HEARING SERVICE</b>	<b>C</b>	Chief Nurse	9.05am – 9.25am
5.2	<b>CHAIRMAN’S MONTHLY REPORT MARCH 2020</b>	<b>D</b>	Chairman	9.25am – 9.40am
5.3	<b>CHIEF EXECUTIVE’S MONTHLY REPORT MARCH 2020</b>	<b>E</b>	Chief Executive	9.40am – 10.05am
5.4	<b>TRUST BOARD COMMITTEE GOVERNANCE</b>	<b>F</b>	Chairman/Director of Corporate and Legal Affairs	10.05am – 10.15am
<b>FOR NAVIGATION</b>				
<b>6.</b>	<b>ITEMS FOR ASSURANCE</b>			
<b>6.1</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			10.15am – 10.30am
6.1.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive a summary of the issues considered at the 27 February 2020 meeting for information, and approve any recommended items (including the Learning from Deaths quarterly report). Formal Minutes of that meeting will be submitted to the 2 April 2020 Trust Board.	<b>G</b>	QOC Non-Executive Director Chair	
6.1.2	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive a summary of the issues considered at the 27 February 2020 meeting for information, and approve any recommended items (including the Freedom to Speak Up quarterly report and the proposal	<b>H (to follow)</b>	PPPC Non-Executive Director Chair	

	for UHL to become a preferred partner to host Military Consultants). Formal Minutes of that meeting will be submitted to the 2 April 2020 Trust Board.			
6.1.3	<p><b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive a summary of the issues considered at the 27 February 2020 meeting for information, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 2 April 2020 Trust Board.</p> <p>The <b>financial performance report for month 10</b> is also appended to the FIC summary, and will be introduced separately by the Interim Chief Financial Officer.</p>	<p><b>I1 (to follow)</b></p> <p><b>I2 (to follow)</b></p>	<p>FIC Non-Executive Director Chair</p> <p>Interim Chief Financial Officer</p>	
<b>7.</b>	<b>ITEMS FOR NOTING</b>			-
<b>7.1</b>	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>J1 – J4</b>		-
7.1.1	<p><b>AUDIT COMMITTEE (AC)</b> To receive the 24 January 2020 AC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board.</p>	<b>J1</b>	<b>AC Non-Executive Director Chair</b>	
7.1.2	<p><b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 30 January 2020 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board.</p>	<b>J2</b>	<b>QOC Non-Executive Director Chair</b>	
7.1.3	<p><b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 30 January 2020 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board.</p>	<b>J3</b>	<b>PPPC Non-Executive Director Chair</b>	
7.1.4	<p><b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 30 January 2020 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board.</p>	<b>J4</b>	<b>FIC Non-Executive Director Chair</b>	
<b>7.2</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			-
7.2.1	<p><b>CHARITABLE FUNDS COMMITTEE (CFC)</b> To receive the 6 February 2020 CFC Minutes and approve any recommended items (as Corporate Trustee).</p>	<b>K</b>	<b>CFC Non-Executive Director Chair</b>	
<b>8.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	-	<b>Chairman</b>	
<b>9.</b>	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	10.30am – 10.40am
<b>10.</b>	<b>DATE OF NEXT MEETING</b>	-	-	-
	The next private Trust Board meeting will be held on Thursday 19 March 2020 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary. The next public Trust Board meeting will be held on <b>Thursday 2 April 2020</b> from <b>9am in the Board Room, Victoria Building, Leicester Royal Infirmary.</b>	-	<b>Chairman</b>	
<b>10 minute comfort break</b>				
<b>11.</b>	<p><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).</p>	-	-	-
<b>12.</b>	<p><b>DECLARATIONS OF INTERESTS</b> Members of the Trust Board and other persons attending are asked</p>	-	<b>Chairman</b>	-

	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.			
13.	<b>CONFIDENTIAL MINUTES</b> To confirm the confidential Minutes of the 6 February 2020 Trust Board meeting. <i>for approval</i>	L	Chairman	-
14.	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	M	Chairman	10.50am – 10.55am
<b>FOR EXPLORATION</b>				
15.	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
15.1	<b>CONFIDENTIAL REPORT BY THE INTERIM CHIEF FINANCIAL OFFICER</b>	N (to follow)	Interim Chief Financial Officer	10.55am – 11.15am
<b>FOR NAVIGATION</b>				
16.	<b>ITEMS FOR ASSURANCE</b>			
16.1	<b>REPORTS FROM BOARD COMMITTEES</b>	O1 – O2		11.15am – 11.30am
16.1.1	<b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the confidential summary of the 27 February 2020 PPPC and approve any recommended items. Formal Minutes to be submitted to the 2 April 2020 Trust Board.	O1	PPPC Non-Executive Director Chair	
16.1.2	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the confidential summary of the 27 February 2020 FIC and approve any recommended items. Formal Minutes to be submitted to the 2 April 2020 Trust Board.	O2 (to follow)	FIC Non-Executive Director Chair	
17.	<b>ITEMS FOR NOTING</b>			-
17.1	<b>REPORTS FROM BOARD COMMITTEES</b>	P1 – P4		-
17.1.1	<b>AUDIT COMMITTEE (AC)</b> To receive the 24 January 2020 AC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board).	P1 & P2	AC Non-Executive Director Chair	-
17.1.2	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 30 January 2020 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board).	P3	QOC Non-Executive Director Chair	-
17.1.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 30 January 2020 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 February 2020 Trust Board).	P4	FIC Non-Executive Director Chair	-
17.2	<b>CORPORATE TRUSTEE BUSINESS</b>			-
17.2.1	<b>CHARITABLE FUNDS COMMITTEE (CFC)</b> To receive the confidential 6 February 2020 CFC Minutes and approve any recommended items (as Corporate Trustee).	Q	CFC Non-Executive Director Chair	
18.	<b>ANY OTHER BUSINESS</b>	-	Chairman	11.30am – 11.35am

Kate Rayns, Corporate and Committee Services Officer