

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 6 FEBRUARY 2020 FROM 9AM IN SEMINAR ROOMS 2 AND 3,
CLINICAL EDUCATION CENTRE, GLENFIELD 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 ANNOUNCEMENTS	-	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 9 January 2020 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	
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	STAFF STORY – FREEDOM TO SPEAK UP	C	Director of People and Organisational Development	9.05am – 9.25am
5.2	CHAIRMAN'S MONTHLY REPORT FEBRUARY 2020	D	Chairman	9.25am – 9.40am
5.3	CHIEF EXECUTIVE'S MONTHLY REPORT FEBRUARY 2020	E	Chief Executive	9.40am – 10.05am
5.4	NURSING ESTABLISHMENT REVIEW – NATIONAL QUALITY BOARD	F	Chief Nurse	10.05am – 10.25am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			
6.1	INTEGRATED RISK REPORT AND 2019/20 BOARD ASSURANCE FRAMEWORK (BAF)	G	Director of Corporate and Legal Affairs	10.25am – 10.40am
6.2	REPORTS FROM BOARD COMMITTEES			10.40am – 11.00am
6.2.1	AUDIT COMMITTEE To receive a summary of the issues considered at the 24 January 2020 meeting for information, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 5 March 2020 Trust Board.	H (to follow)	AC Non-Executive Director Chair	

6.2.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive a summary of the issues considered at the 30 January 2020 meeting for information, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 5 March 2020 Trust Board.	I	QOC Non-Executive Director Chair	
6.2.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive a summary of the issues considered at the 30 January 2020 meeting for information, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 5 March 2020 Trust Board.	J	PPPC Non-Executive Director Chair	
6.2.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the issues considered at the 30 January 2020 meeting for information, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 5 March 2020 Trust Board. The financial performance report for month 9 is also appended to the FIC summary, and will be introduced separately by the Interim Chief Financial Officer.	K1 K2	FIC Non-Executive Director Chair Interim Chief Financial Officer	
7.	ITEMS FOR NOTING			-
7.1	LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES – 19 DECEMBER 2019	L1	Chief Executive	-
7.2	QUARTERLY SEALINGS REPORT – QUARTER 3 2019/20	L2	Director of Corporate and Legal Affairs	-
7.3	REPORTS FROM BOARD COMMITTEES	M1 – M3		-
7.3.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 19 December 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board.	M1	QOC Non-Executive Director Chair	
7.3.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 19 December 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board.	M2	PPPC Non-Executive Director Chair	
7.3.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 19 December 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board.	M3	FIC Non-Executive Director Chair	
8.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.00am – 11.10am
9.	ANY OTHER BUSINESS	-	Chairman	11.10am – 11.15am
10.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 5 March 2020 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary.	-	Chairman	
10 minute comfort break				
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 12-18).	-	-	-

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 9 January, 13 January and 22 January 2020 Trust Board meetings. <i>for approval</i>	N1 – N3	Chairman	-
14.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	O (to follow)	Chairman	11.25am – 11.30am
FOR EXPLORATION				
15.	KEY ISSUES FOR DISCUSSION/DECISION	P1 – P2		
15.1	CONFIDENTIAL REPORT BY THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	P1	Mr A Williams, Joint CCG Chief Executive/Director of Strategy and Communications	11.30am – 12noon
15.2	CONFIDENTIAL REPORT BY THE INTERIM CHIEF FINANCIAL OFFICER	P2 (to follow)	Interim Chief Financial Officer	12noon – 12.30pm
FOR NAVIGATION				
16.	ITEMS FOR ASSURANCE			
16.1	REPORTS FROM BOARD COMMITTEES	S1 – S4		12.30pm – 12.40pm
16.1.1	AUDIT COMMITTEE To receive a confidential summary of the 24 January 2020 meeting, and approve any recommended items. Formal Minutes of that meeting will be submitted to the 5 March 2020 Trust Board.	S1	AC Non-Executive Director Chair	
16.1.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the confidential summary of the 30 January 2020 QOC and approve any recommended items. Formal Minutes to be submitted to the 5 March 2020 Trust Board.	S2	QOC Non-Executive Director Chair	
16.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential summary of the 30 January 2020 FIC and approve any recommended items. Formal Minutes to be submitted to the 5 March 2020 Trust Board.	S3	FIC Non-Executive Director Chair	
16.1.4	REMUNERATION COMMITTEE To receive the confidential Minutes of the 12 December 2019 and 16 January 2020 Remuneration Committee meetings and approve any recommended items.	S4	Chairman	
17.	ITEMS FOR NOTING			-
17.1	REPORTS FROM BOARD COMMITTEES	T1 – T3		-
17.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 19 December 2019 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board).	T1	QOC Non-Executive Director Chair	-
17.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 19 December 2019 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board).	T2	PPPC Non-Executive Director Chair	-

17.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 19 December 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 9 January 2020 Trust Board).	T3	FIC Non-Executive Director Chair	-
18.	ANY OTHER BUSINESS	-	Chairman	12.40pm – 12.45pm

Kate Rayns,
 Corporate and Committee Services Officer