

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 1 MARCH 2018 FROM 9AM IN ROOMS A & B, CLINICAL
EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

Public meeting commences at 9am

AGENDA

***** Please take the papers as read *****

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND WELCOME	-	Chairman	
	To receive 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			-
	Minutes of the 1 February 2018 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 MARCH 2018 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT MARCH 2018 <i>for discussion</i>	D	Acting Chief Executive	9.10am – 9.30am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	PATIENT STORY <i>for discussion and assurance</i>	E	Chief Nurse	9.30am – 9.50am
7.2	SAFER STAFFING 6-MONTHLY UPDATE <i>for discussion and assurance</i>	F	Chief Nurse	9.50am – 10.05am
7.3	ANNUAL PRIORITIES 2018-19 <i>for approval</i>	G	Chief Executive	10.05am – 10.20am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK REPORT INCLUDING BOARD ASSURANCE FRAMEWORK <i>for discussion and assurance</i>	H	Medical Director	10.20am – 10.35am
<i>5 minute comfort break</i>				
9.	PATIENT AND PUBLIC INVOLVEMENT – QUARTER 4 UPDATE <i>for discussion and assurance</i>	I	Director of Strategy and Communications	10.40am – 10.50am
10.	LLR STP AND UHL RECONFIGURATION			

10.1	LLR STP AND UHL RECONFIGURATION PROGRAMME <i>for assurance and discussion</i>	J	Director of Strategy and Communications/ Chief Financial Officer	10.50am – 11am
11.	QUALITY AND PERFORMANCE			
11.1	LEARNING FROM DEATHS 2017-18 QUARTER 2 UPDATE	K	Medical Director	11am – 11.10am
11.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 22 February 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 12 April 2018 Trust Board.	L (to follow)	QOC Non-Executive Director Chair	11.10am – 11.15am
11.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 22 February 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 12 April 2018 Trust Board.	M	PPPC Non-Executive Director Chair	11.15am – 11.20am
11.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 22 February 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 12 April 2018 Trust Board. The financial performance report for month 10 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	11.20am – 11.35am
12.	REPORTS FROM BOARD COMMITTEES	O – O2		11.35am – 11.40am
12.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 25 January 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 February 2018 Trust Board.	O	QOC Non-Executive Director Chair	
12.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 25 January 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 February 2018 Trust Board.	O1	PPPC Non-Executive Director Chair	
12.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 25 January 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 February 2018 Trust Board.	O2	FIC Non-Executive Director Chair	
13.	CORPORATE TRUSTEE BUSINESS			11.40am – 11.45am
13.1	CHARITABLE FUNDS COMMITTEE To receive the 1 February 2018 Charitable Funds Committee Minutes and endorse any recommendations therein (as Corporate Trustee).	P	CFC Non-Executive Director Chair	
14.	TRUST BOARD BULLETIN – MARCH 2018	Q	-	-
15.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.45am – 11.50am
16.	ANY OTHER BUSINESS	-	Chairman	11.50am – 11.55am
17.	DATE OF NEXT MEETING	-		

	The next Trust Board meeting will be held on Thursday 12 April 2018 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary.		Chairman	-
18.	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 19-29).			-
19.	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.			-
20.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 1 February 2018 Trust Board meeting. <i>for approval</i>	R	Chairman	-
21.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	S	Chairman	
22.	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	T	Director of Estates and Facilities	12noon – 12.05pm
23.	REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	U (to follow)	Director of Strategy and Communications	12.05pm – 12.15pm
24.	REPORT FROM THE CHIEF FINANCIAL OFFICER	V (to follow)	Chief Financial Officer	12.15pm – 1.15pm
25.	REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	W	Director of Corporate and Legal Affairs	1.15pm – 1.20pm
26.	REPORTS FROM BOARD COMMITTEES	X – X5		1.20pm – 1.25pm
26.1	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the confidential Minutes of the 25 January 2018 PPPC (noting that any recommendations were approved through the meeting summary presented to the 1 February 2018 Trust Board) and the confidential summary of the 22 February 2018 PPPC (formal Minutes to be submitted to the 12 April 2018 Trust Board).	X1 & X2	PPPC Non-Executive Director Chair	
26.2	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential 25 January 2018 FIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 1 February 2018 Trust Board), and the confidential summary of the 22 February 2018 FIC (formal Minutes to be submitted to the 12 April 2018 Trust Board).	X3 & X4	FIC Non-Executive Director Chair	
26.3	REMUNERATION COMMITTEE To receive the confidential Minutes of the 4 January 2018 Remuneration Committee and approve any recommendations.	X5	Chairman	
27.	CORPORATE TRUSTEE BUSINESS			
27.1	CHARITABLE FUNDS COMMITTEE	Y	CFC Non-Executive Director	1.25pm – 1.30pm

	To receive the confidential Minutes of the 1 February 2018 Charitable Funds Committee and endorse any recommendations therein (as Corporate Trustee).		Chair	
28.	CONFIDENTIAL TRUST BOARD BULLETIN	Z	-	-
29.	ANY OTHER BUSINESS	-	Chairman	-

Helen Stokes – Corporate and Committee Services Manager