

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 12 APRIL 2018 FROM 9AM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY**

***Public meeting commences at 9am***

**AGENDA**

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

| Item no. | Item  | Paper ref: | Lead  | Indicative timing |
|----------|---|------------|---|-------------------|
| 1.       | <b>APOLOGIES AND WELCOME</b>  | -          | Chairman  |                   |
|          | To receive apologies for absence.   |            |   | -                 |
| 2.       | <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. |            |   | -                 |
| 3.       | <b>MINUTES</b>  |            |   | -                 |
|          | To receive the Minutes of the 22 March 2018 Trust Board meeting and to note that the Minutes of the 1 March 2018 meeting will be submitted to the 3 May 2018 Trust Board.<br><i>For approval</i>  | A          | Chairman  | -                 |
| 4.       | <b>MATTERS ARISING</b>  |            |   | 9am – 9.05am      |
|          | Action log from the Trust Board meeting. <i>For approval</i>  | B          | Chairman  |                   |
| 5.       | <b>CHAIRMAN'S MONTHLY REPORT APRIL 2018</b> <i>for discussion</i>   | C          | Chairman  | 9.05am – 9.10am   |
| 6.       | <b>CHIEF EXECUTIVE'S MONTHLY REPORT APRIL 2018</b> <i>for discussion</i>  | D          | Chief Executive   | 9.10am – 9.30am   |
| 7.       | <b>RISK MANAGEMENT AND GOVERNANCE</b>   |            |   |                   |
| 7.1      | <b>INTEGRATED RISK REPORT INCLUDING BOARD ASSURANCE FRAMEWORK</b> <i>for discussion and assurance</i>   | E          | Medical Director  | 9.30am – 9.40am   |
| 7.2      | <b>PROGRESS UPDATE ON THE DEVELOPMENT OF THE FACILITIES MANAGEMENT LLP</b> <i>for discussion and assurance</i>  | F          | Chief Financial Officer   | 9.40am – 9.45am   |
| 8.       | <b>LLR STP AND UHL RECONFIGURATION</b>  |            |   |                   |
| 8.1      | <b>LLR STP AND UHL RECONFIGURATION PROGRAMME</b> <i>for assurance and discussion</i>  | G          | Director of Strategy & Communications/<br>Chief Financial Officer | 9.45am – 9.55am   |
| 9.       | <b>RESEARCH AND INNOVATION</b>  |            |   |                   |
| 9.1      | <b>EAST MIDLANDS CLINICAL RESEARCH NETWORK 2017-18 QUARTER 4 REPORT</b> <i>for discussion and assurance</i>   | H          | Medical Director  | 9.55am – 10.05am  |
| 10.      | <b>QUALITY, PERFORMANCE AND FINANCE</b>   |            |   | 10.05am – 10.20am |

|      |   |             |   |                   |
|------|---|-------------|---|-------------------|
| 10.1 | <b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b><br>To receive the summary of the issues considered at the 29 March 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 3 May 2018 Trust Board.   | I           | QOC Non-Executive Director Chair                                |                   |
| 10.2 | <b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b><br>To receive the summary of the issues considered at the 22 March 2018 meeting for information, and approve any recommended items, including the Junior Doctors Contract Guardian of Safe Working Report and the Junior Doctors Contract Education Exception Report (as appended to the summary). Formal minutes of that meeting will be submitted to the 3 May 2018 Trust Board. | J           | PPPC Non-Executive Director Chair                               |                   |
| 10.3 | <b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b><br>To receive the summary of the issues considered at the 22 March 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 3 May 2018 Trust Board.<br><br>The <b>financial performance report for month 11</b> is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.      | K<br><br>K1 | FIC Non-Executive Director Chair<br><br>Chief Financial Officer |                   |
| 10.4 | <b>SCHEDULE OF LOAN APPLICATIONS 2018-19</b><br><i>for discussion and approval</i>  | L           | Chief Financial Officer   |                   |
| 11.  | <b>REPORTS FROM BOARD COMMITTEES</b>  | M1 – M4     |   | 10.20am – 10.25am |
| 11.1 | <b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b><br>To receive the 22 February 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 March 2018 Trust Board.  | M1          | QOC Non-Executive Director Chair                                |                   |
| 11.2 | <b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b><br>To receive the 22 February 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 March 2018 Trust Board.  | M2          | PPPC Non-Executive Director Chair                               |                   |
| 11.3 | <b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b><br>To receive the 22 February 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 March 2018 Trust Board.  | M3          | FIC Non-Executive Director Chair                                |                   |
| 11.4 | <b>AUDIT COMMITTEE</b><br>To receive the 9 March 2018 Audit Committee Minutes and approve any recommendations.  | M4          | AC Non-Executive Director Chair                                 |                   |
| 12.  | <b>TRUST BOARD BULLETIN – APRIL 2018</b>  | N           | -   | -                 |
| 13.  | <b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>  | -           | Chairman  | 10.25am – 10.30am |
| 14.  | <b>ANY OTHER BUSINESS</b>   | -           | Chairman  | 10.30am – 10.35am |
| 15.  | <b>DATE OF NEXT MEETING</b>   | -           |   |                   |
|      | The next <b>Trust Board meeting</b> will be held on <b>Thursday 3 May 2018</b> from <b>9am</b> in <b>Seminar Rooms 2 and 3, Clinical Education Centre, Glenfield Hospital.</b>  |             | Chairman  | -                 |

|      |  |         |  |                   |
|------|--|---------|--|-------------------|
| 16.  | <b>EXCLUSION OF THE PRESS AND PUBLIC</b><br>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 17-xx).                         |         |  | -                 |
| 17.  | <b>DECLARATIONS OF INTERESTS</b><br>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. |         |  | -                 |
| 18.  | <b>CONFIDENTIAL MINUTES</b><br>To receive the confidential Minutes of the 7 March 2018 Trust Board meeting and to note that the confidential Minutes of the 1 March 2018 meeting will be submitted to the 3 May 2018 Trust Board meeting. <i>for approval</i>  | O       | Chairman   | -                 |
| 19.  | <b>MATTERS ARISING</b><br>Confidential action log from the Trust Board. <i>for approval</i>  | P       | Chairman   | 10.35am – 10.40am |
| 20.  | <b>REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES</b>  | Q       | Director of Estates and Facilities                               | 10.40am – 10.50am |
| 21.  | <b>REPORT FROM THE CHIEF EXECUTIVE</b>   | R       | Chief Executive  | 10.50am – 10.55am |
| 22.  | <b>JOINT REPORT FROM MR A JOHNSON, NON-EXECUTIVE DIRECTOR AND THE CHIEF FINANCIAL OFFICER</b>  | S       | Mr A Johnson, Non-Executive Director and Chief Financial Officer | 10.55am – 11.05am |
| 23.  | <b>REPORTS FROM BOARD COMMITTEES</b>   | T1 – T7 |  | 11.05am – 11.10am |
| 23.1 | <b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b><br>To receive the confidential summary of the 29 March 2018 QOC (formal Minutes to be submitted to the 3 May 2018 Trust Board).  | T1      | QOC Non-Executive Director Chair                                 |                   |
| 23.2 | <b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b><br>To receive the confidential Minutes of the 22 February 2018 PPPC (noting that any recommendations were approved through the meeting summary presented to the 1 March 2018 Trust Board) and the confidential summary of the 22 March 2018 PPPC (formal Minutes to be submitted to the 3 May 2018 Trust Board).                                   | T2 & T3 | PPPC Non-Executive Director Chair                                |                   |
| 23.3 | <b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b><br>To receive the confidential 22 February 2018 FIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 1 March 2018 Trust Board), and the confidential summary of the 22 March 2018 FIC (formal Minutes to be submitted to the 3 May 2018 Trust Board).   | T4 & T5 | FIC Non-Executive Director Chair                                 |                   |
| 23.4 | <b>AUDIT COMMITTEE</b><br>To receive the confidential Minutes of the 9 March 2018 Audit Committee and approve any recommendations.   | T6      | AC Non-Executive Director Chair                                  |                   |
| 23.5 | <b>REMUNERATION COMMITTEE</b><br>To receive the confidential Minutes of the 1 March 2018 Remuneration Committee and approve any recommendations.   | T7      | Chairman   |                   |
| 24.  | <b>ANY OTHER BUSINESS</b>  | -       | Chairman   | -                 |