

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 5 JULY 2018 FROM 9AM IN THE MORLEY LOUNGE AT  
DEVONSHIRE PLACE, 78 LONDON ROAD, LEICESTER LE2 0RA**

***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.	<b>APOLOGIES AND WELCOME</b>	-	Chairman	
	To receive apologies for absence, including Mr M Traynor, Non-Executive Director.			-
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 7 June 2018 Trust Board meeting. <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 JULY 2018</b> <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	<b>CHIEF EXECUTIVE'S MONTHLY REPORT JULY 2018</b> <i>for discussion</i>	D	Chief Executive	9.10am – 9.30am
7.	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
7.1	<b>PATIENT STORY: SERIOUS UNTOWARD INCIDENT</b> <i>for discussion</i>	E	Medical Director	9.30am – 9.50am
7.2	<b>ANNUAL OPERATIONAL PLAN 2018-19</b> <i>for assurance</i>	F	Chief Executive/ Director of Strategy and Communications/ Chief Financial Officer	9.50am – 10.05am
7.3	<b>FULL BUSINESS CASE FOR THE RELOCATION OF LEVEL 3 ICU AND ASSOCIATED SERVICES OFF THE LGH SITE</b> <i>for approval</i>	G	Chief Financial Officer	10.05am – 10.20am
8.	<b>RISK MANAGEMENT AND GOVERNANCE</b>			
8.1	<b>INTEGRATED RISK AND ASSURANCE REPORT</b> <i>for discussion and assurance</i>	H	Medical Director	10.20am - 10.30am
8.2	<b>PROGRESS UPDATE ON THE DEVELOPMENT OF THE FACILITIES MANAGEMENT LLP</b> <i>for discussion and assurance</i>	I (to follow)	Chief Financial Officer	10.30am – 10.40am

*5 minute comfort break*

<b>9.</b>	<b>LLR STP AND UHL RECONFIGURATION</b>			
9.1	<b>LLR STP AND UHL RECONFIGURATION PROGRAMME</b> <i>for assurance and discussion</i>	<b>J</b>	<b>Chief Financial Officer/Director of Strategy and Communications</b>	10.45am – 11am
<b>10.</b>	<b>EDUCATION, RESEARCH AND TRAINING</b>			
10.1	<b>EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) – ANNUAL REPORT 2017-18 AND 2018-19 QUARTER 1 UPDATE</b> <i>for assurance and discussion</i>	<b>K</b>	<b>Medical Director</b>	11am – 11.10am
<b>11.</b>	<b>QUALITY, PERFORMANCE AND FINANCE</b>			
11.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the summary of the issues considered at the 28 June 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 August 2018 Trust Board.	<b>L</b> <b>(to follow)</b>	<b>QOC Non-Executive Director Chair</b>	11.10am – 11.15am
11.2	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the summary of the issues considered at the 28 June 2018 meeting for information, and approve any recommended items including the Guardian of Safe Working quarterly report. Formal minutes of that meeting will be submitted to the 2 August 2018 Trust Board.	<b>M</b>	<b>PPPC Non-Executive Director Chair</b>	11.15am – 11.20am
11.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the summary of the issues considered at the 28 June 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 2 August 2018 Trust Board.  The <b>financial performance report for month 2</b> is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	<b>N</b>  <b>N1</b>	<b>Non-Executive Director</b>  <b>Chief Financial Officer</b>	11.20am – 11.25am  11.25am – 11.35am
<b>12.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>O1-O4</b>		11.35am – 11.40am
12.1	<b>AUDIT COMMITTEE</b> To receive the 25 May 2018 Audit Committee Minutes, noting that any recommendations were approved at the extraordinary public Trust Board meeting on 25 May 2018.	<b>O1</b>	<b>Audit Committee Non-Executive Director Chair</b>	
12.2	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 24 May 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 June 2018 Trust Board.	<b>O2</b>	<b>QOC Non-Executive Director Chair</b>	
12.3	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 24 May 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 June 2018 Trust Board.	<b>O3</b>	<b>PPPC Non-Executive Director Chair</b>	
12.4	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 24 May 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 7 June 2018 Trust Board.	<b>O4</b>	<b>Non-Executive Director</b>	
<b>13.</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			
13.1	<b>CHARITABLE FUNDS COMMITTEE (CFC)</b> To receive the 7 June 2018 CFC Minutes and endorse any	<b>P</b>	<b>CFC Non-Executive Director</b>	11.40am – 11.45am

	recommendations therein.		Chair	
14.	<b>TRUST BOARD BULLETIN – JULY 2018</b>	Q	-	-
15.	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	-	Chairman	11.45am – 11.50am
16.	<b>ANY OTHER BUSINESS</b>	-	Chairman	11.50am – 11.55am
17.	<b>DATE OF NEXT MEETING</b>	-		
	The next Trust Board meeting will be held on <b>Thursday 2 August 2018</b> from <b>9am</b> in the <b>Board Room, Victoria Building, Leicester Royal Infirmary.</b>		Chairman	
18.	<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 19-26).			
19.	<b>DECLARATIONS OF INTERESTS</b> 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.	<b>CONFIDENTIAL MINUTES</b> To receive the confidential Minutes of the 7 and 18 June 2018 Trust Board meetings. <i>for approval</i>	R & R1 (R1 to follow)	Chairman	-
21.	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	S	Chairman	11.55am – 12noon
22.	<b>REPORTS FROM THE CHIEF FINANCIAL OFFICER</b>	T1 – T3 (T2 to follow)	Chief Financial Officer	12noon – 12.30pm
23.	<b>REPORTS FROM BOARD COMMITTEES</b>	U1 – U7		12.30pm – 12.40pm
23.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the confidential Minutes of the 24 May 2018 QOC (noting that any recommendations were approved at the 7 June 2018 Trust Board), and the confidential summary of the 28 June 2018 QOC (formal Minutes to be submitted to the 2 August 2018 Trust Board).	U1 & U2 (U2 to follow)	QOC Non-Executive Director Chair	
23.2	<b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the confidential 24 May 2018 PPPC (noting that any recommendations were approved through the meeting summary presented to the 7 June 2018 Trust Board and the confidential summary of the 28 June 2018 PPPC (formal Minutes to be submitted to the 2 August 2018 Trust Board).	U3 & U4	PPPC Non-Executive Director Chair	
23.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the confidential 24 May 2018 FIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 7 June 2018 Trust Board), and the confidential summary of the 28 June 2018 FIC (formal Minutes to be submitted to the 2 August 2018 Trust Board).	U5 & U6	Non-Executive Director	
23.4	<b>REMUNERATION COMMITTEE</b> To receive the confidential 21 June 2018 Remuneration	U7	Chairman	

	Committee minutes and endorse any recommendations therein.			
<b>24.</b>	<b>CORPORATE TRUSTEE BUSINESS</b>			
24.1	<b>CHARITABLE FUNDS COMMITTEE (CFC)</b> To receive the confidential 7 June 2018 CFC Minutes and endorse any recommendations therein.	<b>V</b>	<b>CFC Non-Executive Director Chair</b>	12.40pm – 12.45pm
24.2	<b>REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS</b>	<b>W</b>	<b>Director of Strategy and Communications</b>	12.45pm – 1pm
<b>25.</b>	<b>CONFIDENTIAL TRUST BOARD BULLETIN</b>	<b>X</b>	-	-
<b>26.</b>	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	-

Helen Stokes  
**Corporate and Committee Services Manager**