

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 6 DECEMBER 2018 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
1.	APOLOGIES AND WELCOME	-	Chairman	
	To receive apologies for absence from Mr J Adler Chief Executive. To welcome Ms K Jenkins Non-Executive Director.			-
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 receive the Minutes of the 1 November 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 DECEMBER 2018 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT DECEMBER 2018 Mr M Ryan, Interim Director of Urgent and Emergency Care LLR, will attend to present the LLR winter plan <i>for discussion</i>	D	Chief Executive	9.10am – 9.50am
7.	KEY ISSUES FOR DISCUSSION/DECISION			
7.1	PATIENT STORY <i>for discussion</i>	E	Chief Nurse	9.50am – 10.15am
7.2	LEICESTERSHIRE ACADEMIC HEALTH PARTNERS <i>for discussion and approval</i>	F	Medical Director/ Director of R&I	10.15am – 10.35am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK AND ASSURANCE REPORT <i>for discussion and assurance</i>	G	Medical Director	10.35am – 10.45am
<i>5 minute comfort break</i>				
9.	LLR STP AND UHL RECONFIGURATION PROGRAMME UPDATE <i>for assurance and discussion</i>	H	Chief Financial Officer/Director of Strategy and Communications	10.50am – 11.05am
10.	QUALITY, PERFORMANCE AND FINANCE			

10.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 29 November 2018 meeting for information, and approve any recommended items (quarterly learning from deaths report – appended). Formal minutes of that meeting will be submitted to the 10 January 2019 Trust Board.	I (to follow)	QOC Non-Executive Director Chair	11.05am – 11.20am
10.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 29 November 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 10 January 2019 Trust Board.	J	PPPC Non-Executive Director Chair	11.20am – 11.30am
10.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 29 November 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 10 January 2019 Trust Board. The financial performance report for month 7 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	K K1	FIC Non-Executive Director Chair Chief Financial Officer	11.30am – 11.50am
11.	REPORTS FROM BOARD COMMITTEES	L1 – L4		11.50am – 11.55am
11.1	AUDIT COMMITTEE To receive the 2 November 2018 Audit Committee Minutes and endorse any recommendations therein.	L1	Deputy Chairman	
11.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 25 October 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board.	L2	QOC Non-Executive Director Chair	
11.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 25 October 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board.	L3	PPPC Non-Executive Director Chair	
11.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 25 October 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board.	L4	FIC Non-Executive Director Chair	
12.	TRUST BOARD BULLETIN – DECEMBER 2018	M	-	-
13.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.55am - 12noon
14.	ANY OTHER BUSINESS	-	Chairman	12noon – 12.05pm
15.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 10 January 2019 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary.	-	Chairman	
16.	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 17-22).	-	-	

17.	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	
18.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 1 November 2018 Trust Board meeting. <i>for approval</i>	N	Chairman	-
19.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	O	Chairman	12.05pm – 12.10pm
20.	REPORTS FROM BOARD COMMITTEES	P1 – P7		12.10pm – 12.30pm
20.1.	AUDIT COMMITTEE To receive the 2 November 2018 Audit Committee confidential Minutes and endorse any recommendations therein.	P1	Deputy Chairman	
20.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 25 October 2018 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board), and the confidential summary of the 29 November 2018 QOC (formal Minutes to be submitted to the 10 January 2019 Trust Board).	P2 & P3 (P3 to follow)	QOC Non-Executive Director Chair	
20.3	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 25 October 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board and the confidential summary of the 29 November 2018 PPPC (formal Minutes to be submitted to the 10 January 2019 Trust Board).	P4 & P5	PPPC Non-Executive Director Chair	
20.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 25 October 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 1 November 2018 Trust Board), and the confidential summary of the 29 November 2018 FIC (formal Minutes to be submitted to the 10 January 2019 Trust Board).	P6 & P7	FIC Non-Executive Director Chair	
21.	CONFIDENTIAL TRUST BOARD BULLETIN	Q	-	-
22.	ANY OTHER BUSINESS	-	Chairman	-

Helen Stokes
Corporate and Committee Services Manager