

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 6 SEPTEMBER 2018 FROM 9AM IN ROOMS A & B, CLINICAL EDUCATION CENTRE, LEICESTER GENERAL 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 WELCOME	-	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 receive the Minutes of the 2 August 2018 Trust Board meeting. <i>For approval</i>	A (to follow)	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 SEPTEMBER 2018 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT SEPTEMBER 2018 <i>for discussion</i>	D	Chief Executive	9.10am – 9.30am
7.	KEY ISSUES FOR DISCUSSION/DECISION			
7.1	PATIENT STORY <i>for discussion</i>	E	Acting Chief Nurse	9.30am – 9.55am
7.2	PATIENT AND PUBLIC INVOLVEMENT STRATEGY QUARTERLY UPDATE <i>for discussion</i>	F	Director of Strategy and Communications	9.55am – 10.10am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK AND ASSURANCE REPORT <i>for discussion and assurance</i>	G	Medical Director	10.10am – 10.25am
9.	LLR STP AND UHL RECONFIGURATION PROGRAMME UPDATE <i>for assurance and discussion</i>	H	Chief Financial Officer/Director of Strategy and Communications	10.25am – 10.40am
<i>5 minute comfort break</i>				
10.	QUALITY, PERFORMANCE AND FINANCE			
10.1	QUALITY AND OUTCOMES COMMITTEE (QOC)	I (to follow)	QOC Non-	10.45am –

	To receive the summary of the issues considered at the 30 August 2018 meeting for information, and approve any recommended items. The UHL quarterly mortality report and the Learning Lessons to Improve Care Clinical Quality Audit are appended to the summary for information. Formal minutes of that meeting will be submitted to the 4 October 2018 Trust Board.		Executive Director Chair	11.05am
10.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 30 August 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 4 October 2018 Trust Board.	J	PPPC Non-Executive Director Chair	11.05am – 11.15am
10.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 30 August 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 4 October 2018 Trust Board. The financial performance report for month 4 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	11.15am – 11.25am 11.25am – 11.40am
11.	REPORTS FROM BOARD COMMITTEES	L1 – L3		11.40am – 11.45am
11.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 26 July 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 August 2018 Trust Board.	L1	QOC Non-Executive Director Chair	
11.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 26 July 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 August 2018 Trust Board.	L2	PPPC Non-Executive Director Chair	
11.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 26 July 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 2 August 2018 Trust Board.	L3	FIC Non-Executive Director Chair	
12.	CORPORATE TRUSTEE BUSINESS			11.45am – 11.50am
12.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the 2 August 2018 CFC Minutes and endorse any recommendations therein.	M	CFC Non-Executive Director Chair	
13.	TRUST BOARD BULLETIN – SEPTEMBER 2018	N	-	-
14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.50am – 11.55am
15.	ANY OTHER BUSINESS	-	Chairman	11.55am – 12noon
16.	DATE OF NEXT MEETING	-		
	The next Trust Board meeting will be held on Thursday 4 October 2018 from 9am in Seminar Rooms 2 & 3, Clinical Education Centre, Glenfield Hospital.	-	Chairman	-

17.	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 18-27).	-	-	-
18.	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	-
19.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 2 August 2018 and 9 August 2018 Trust Board meetings. <i>for approval</i>	O1 & O2 (to follow)	Chairman	-
20.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	P	Chairman	12noon – 12.05pm
21.	JOINT REPORT FROM THE CHIEF FINANCIAL OFFICER AND THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	Q	Chief Financial Officer/Director of Strategy and Communications	12.05pm – 12.30pm
22.	REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	R	Director of Corporate and Legal Affairs	12.30pm – 12.50pm
23.	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	S	Director of Estates and Facilities	12.50pm – 1.05pm
24.	REPORTS FROM BOARD COMMITTEES	T1 – T5		1.05pm – 1.15pm
24.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the confidential summary of the 30 August 2018 QOC (formal Minutes to be submitted to the 4 October 2018 Trust Board).	T1	QOC Non-Executive Director Chair	
24.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 26 July 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 2 August 2018 Trust Board) and the confidential summary of the 30 August 2018 PPPC (formal Minutes to be submitted to the 4 October 2018 Trust Board).	T2 & T3	PPPC Non-Executive Director Chair	
24.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 26 July 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 2 August 2018 Trust Board), and the confidential summary of the 30 August 2018 FIC (formal Minutes to be submitted to the 4 October 2018 Trust Board).	T4 & T5	FIC Non-Executive Director	
25.	CORPORATE TRUSTEE BUSINESS			
25.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the confidential 2 August 2018 CFC Minutes and endorse any recommendations therein.		CFC Non-Executive Director Chair	1.15pm – 1.20pm
26.	CONFIDENTIAL TRUST BOARD BULLETIN	V	-	-
27.	ANY OTHER BUSINESS	-	Chairman	-

Helen Stokes
Corporate and Committee Services Manager