

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 2 APRIL 2015 FROM 10AM IN SEMINAR ROOMS
2 AND 3, CLINICAL EDUCATION CENTRE, GLENFIELD HOSPITAL**

Public meeting commences at 10am

AGENDA

Please take papers as read

| Item no. | Item | Paper ref: | Lead | Discussion time |
|----------|---|------------|----------------------|-------------------|
| 1. | APOLOGIES | - | Chairman | |
| | To receive apologies for absence from Dr S Dauncey, 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 | | | |
| | Minutes of the 5 March 2015 Trust Board meeting. <i>For approval</i> | A | Chairman | - |
| 4. | MATTERS ARISING | | | |
| | Action log from the 5 March 2015 meeting. <i>For approval</i> | B | Chairman | 10am – 10.05am |
| 5. | CHIEF EXECUTIVE'S MONTHLY REPORT APRIL 2015 – TO INCLUDE REVISED UHL STRATEGIC OBJECTIVES AND PROPOSED ANNUAL PRIORITIES FOR 2015-16 <i>For discussion and approval</i> | C | Chief Executive | 10.05am – 10.10am |
| 6. | KEY ISSUES FOR DECISION/DISCUSSION | | | |
| 6.1 | PATIENT STORY <i>For discussion</i> | D | Acting Chief Nurse | 10.10am – 10.25am |
| 6.2 | DRAFT FINANCIAL PLAN 2015-16 <i>For approval</i> | E | Director of Finance | 10.25am – 10.35m |
| 6.3 | WORKING CAPITAL STRATEGY 2015-16 <i>For approval</i> | F | Director of Finance | 10.35am – 10.40am |
| 6.4 | EMERGENCY FLOOR FULL BUSINESS CASE <i>For approval</i> | G | Director of Strategy | 10.40am – 10.50am |

| | | | | |
|------|---|---|--|-------------------|
| 6.5 | EMERGENCY CARE PERFORMANCE REPORT <i>For discussion and assurance</i> | H | Chief Operating Officer | 10.50am – 11am |
| 7. | WORKFORCE | | | |
| 7.1 | ORGANISATIONAL DEVELOPMENT STRATEGY – QUARTERLY UPDATE <i>For discussion and assurance</i> | I | Acting Director of Human Resources | 11am – 11.10am |
| 7.2 | NATIONAL STAFF SURVEY RESULTS 2014 <i>For discussion and assurance</i> | J | Acting Director of Human Resources | 11.10am – 11.20am |
| 8. | RESEARCH AND INNOVATION | | | |
| 8.1 | EAST MIDLANDS LOCAL CLINICAL RESEARCH NETWORK – BI-YEARLY UPDATE AND ANNUAL PLAN SUBMISSION FOR 2015-16 <i>For discussion and approval</i> | K | Acting Medical Director and Ms E Moss, Chief Operating Officer, EM LCRN | 11.20am – 11.30am |
| 8.2 | QUARTERLY UPDATE ON RESEARCH AND INNOVATION AT UHL <i>For discussion and assurance</i> | L | Acting Medical Director | 11.30am – 11.40am |
| 9. | QUALITY AND PERFORMANCE | | | |
| 9.1 | QUALITY ASSURANCE COMMITTEE (QAC) To receive a summary of the key issues considered at the 26 March 2015 meeting (on behalf of the QAC Chair). The formal Minutes will be presented to the Trust Board on 7 May 2015. | M | Ms J Wilson, Non-Executive Director (on behalf of the QAC Chair) | - |
| 9.2 | INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive a summary of the key issues considered at the 26 March 2015 meeting. The formal Minutes will be presented to the Trust Board on 7 May 2015. | N | IFPIC Chair | - |
| 9.3 | QUALITY AND PERFORMANCE REPORT – MONTH 11 The Chief Executive to introduce his monthly overview of quality and performance and the relevant Lead Executive Directors (Acting Medical Director, Acting Chief Nurse, Chief Operating Officer and Acting Director of Human Resources) to be invited to comment on their respective sections of the detailed report. <i>For discussion and assurance</i> | O | Chief Executive, Acting Medical Director, Acting Chief Nurse, Chief Operating Officer and Acting Director of Human Resources | 11.40am – 11.50am |
| 9.4 | 2014-15 MONTH 11 FINANCIAL POSITION <i>For discussion and assurance</i> | P | Director of Finance | 11.50am – 11.55am |
| 10. | GOVERNANCE | | | |
| 10.1 | BOARD ASSURANCE FRAMEWORK <i>For discussion and assurance</i> | Q | Acting Medical Director | 11.55am – 12.05pm |
| 11. | REPORTS FROM BOARD COMMITTEES | | | |
| 11.1 | AUDIT COMMITTEE To receive the Minutes of the 5 March 2015 meeting for noting and endorsement of any recommendations. | R | Mr R Moore, Audit Committee Chair (on behalf of Mr M Williams, Interim Audit Committee Chair) | - |

| | | | | |
|------------|--|----------|--|-------------------|
| 11.2 | QUALITY ASSURANCE COMMITTEE (QAC) To receive the Minutes of the 26 February 2015 meeting for noting and endorsement of any recommendations. | S | Ms J Wilson, Non-Executive Director (on behalf of the QAC Chair) | - |
| 11.3 | INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the Minutes of the 26 February 2015 meeting for noting and endorsement of any recommendations. | T | IFPIC Chair | - |
| 12. | TRUST BOARD BULLETIN – APRIL 2015 | U | - | - |
| 13. | QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING | | Chairman | 12.05pm – 12.15pm |
| 14. | ANY OTHER BUSINESS | | Chairman | 12.15pm – 12.20pm |
| 15. | DATE OF NEXT MEETING | | | |
| | The next Trust Board meeting will be held on Thursday 7 May 2015 from 9am in Seminar Rooms A and B, Clinical Education Centre, Leicester General Hospital site. | | | - |
| 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 17-24). | | | - |
| 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. | | | - |
| 18. | CONFIDENTIAL MINUTES To receive the confidential Minutes of the 5 March 2015 Trust Board meeting. <i>For approval</i> | V | Chairman | - |
| 19. | MATTERS ARISING Confidential action log from the 5 March 2015 Trust Board meeting. <i>For approval</i> | W | Chairman | 12.20pm – 12.25pm |
| 20. | REPORT FROM THE ACTING DIRECTOR OF HUMAN RESOURCES <i>For assurance</i> <i>Personal data and prejudicial to the conduct of public affairs</i> | X | Acting Director of Human Resources | 12.25pm – 12.35pm |
| 21. | REPORT FROM THE ACTING MEDICAL DIRECTOR <i>For assurance</i> <i>Personal data and prejudicial to the conduct of public affairs</i> | Y | Acting Medical Director | 12.35pm – 12.45pm |
| 22. | REPORT FROM THE DIRECTOR OF STRATEGY <i>For discussion and approval</i> <i>Commercial in confidence</i> | Z | Director of Strategy | 12.45pm – 12.55pm |

| | | | | |
|------------|---|---------------------|--|---------------|
| 23. | REPORTS FROM BOARD COMMITTEES | | | |
| 23.1 | <p>QUALITY ASSURANCE COMMITTEE To receive a summary of the confidential issues considered at the 26 March 2015 meeting. The formal Minutes will be presented to the Trust Board on 7 May 2015. <i>Personal data and prejudicial to the conduct of public affairs</i></p> | AA | Ms J Wilson, Non-Executive Director (on behalf of the QAC Chair) | - |
| 23.2 | <p>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE To receive the confidential Minutes of the 26 February 2015 meeting and a summary of the confidential issues considered at the 26 March 2015 meeting (Minutes of the latter meeting will be presented to the 7 May 2015 Trust Board meeting). <i>Prejudicial to the conduct of public affairs</i></p> | BB & BB1 | IFPIC Chair | - |
| 23.3 | <p>AUDIT COMMITTEE To receive the confidential Minutes of the 5 March 2015 meeting for noting and endorsement of the recommended items contained therein. <i>Prejudicial to the conduct of public affairs</i></p> | CC | Mr R Moore, Audit Committee Chair (on behalf of Mr M Williams, Interim Audit Committee Chair) | - |
| 24. | ANY OTHER BUSINESS | - | Chairman | 12.55pm – 1pm |

Kate Rayns
Acting Senior Trust Administrator