

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 3 SEPTEMBER 2015 FROM 9AM IN THE C J BOND ROOM, CLINICAL EDUCATION CENTRE, LEICESTER ROYAL INFIRMARY

Public meeting commences at 9am

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES	-	Chairman	
	To receive apologies for absence, including 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 6 August 2015 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the 6 August 2015 meeting. <i>For approval</i>	B	Chairman	9 – 9.05am
5.	CHAIRMAN'S MONTHLY REPORT SEPTEMBER 2015 <i>For discussion</i>	C (to follow)	Chairman	9.05 – 9.15am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT SEPTEMBER 2015 <i>For discussion</i>	D	Chief Executive	9.15 – 9.25am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	PATIENT STORY <i>for discussion</i>	E	Chief Nurse	9.25 – 9.45am
7.2	STRATEGY UPDATE – UHL RECONFIGURATION PROGRAMME <i>for discussion and assurance</i>	F	Director of Strategy	9.45 – 9.55am
7.3	LLR BETTER CARE TOGETHER PROGRAMME UPDATE <i>for discussion and assurance</i>	G	Director of Strategy	9.55 – 10.05am
7.4	EMERGENCY CARE PERFORMANCE AND WINTER CONTINGENCY PLAN <i>for discussion and assurance</i>	H	Chief Operating Officer	10.05 – 10.15am

8.	EDUCATION AND TRAINING			
8.1	CLINICAL EDUCATION QUARTERLY REPORT <i>for assurance</i>	I	Acting Medical Director/Chief Nurse	10.15 – 10.25am
9.	GOVERNANCE			
9.1	UHL ANNUAL REPORT AND ACCOUNTS 2014-15 – REVIEW TO BE LED BY AUDIT COMMITTEE CHAIR <i>for assurance and approval</i>	J	Audit Committee Non-Executive Director Chair	10.25 – 10.35am
9.2	IMPLEMENTATION OF UHL PPI AND STAKEHOLDER ENGAGEMENT STRATEGY <i>for assurance</i>	K	Director of Marketing and Communications	10.35 – 10.45am
9.3	UHL RISK REPORT INCORPORATING THE BOARD ASSURANCE FRAMEWORK <i>for discussion and approval</i>	L	Acting Medical Director	10.45 – 10.55am
10.	QUALITY AND PERFORMANCE			
10.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive a summary of the key issues considered at the 27 August 2015 meeting. The formal Minutes will be presented to the Trust Board on 1 October 2015.	M	Col (Ret'd) I Crowe, Non-Executive Director	10.55 – 11am
10.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive a summary of the key issues considered at the 27 August 2015 meeting. The formal Minutes will be presented to the Trust Board on 1 October 2015.	N	IFPIC Chair	11 – 11.05am
10.3	2015-16 MONTH 4 FINANCIAL POSITION <i>For discussion and assurance</i>	O	Chief Financial Officer	11.05 – 11.15am
10.4	2015-16 FINANCIAL RECOVERY PLAN <i>for discussion and assurance</i>	P	Chief Financial Officer	11.15 – 11.20am
11.	REPORTS FROM BOARD COMMITTEES			
11.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive the Minutes of the 30 July 2015 meeting for noting and endorsement of any recommendations.	Q	Col (Ret'd) I Crowe, Non-Executive Director	-
11.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the Minutes of the 30 July 2015 meeting for noting and endorsement of any recommendations.	R	IFPIC Chair	-
12.	CORPORATE TRUSTEE BUSINESS			
12.1	CHARITABLE FUNDS COMMITTEE To receive the Minutes of the 6 August 2015 meeting, for noting and endorsement of any recommendations.	S	Charitable Funds Committee Non-Executive Director Chair	11.20 – 11.25am
13.	TRUST BOARD BULLETIN – SEPTEMBER 2015 <ul style="list-style-type: none"> • <i>NHS Trust Over-Sight Self Certification return for the period ended 30 June 2015 (as submitted to the NTDA on 31 July 2015)</i> • <i>Declarations of interest from Mr K Singh, UHL Chairman (updated), Ms L Tibbert, Director of Workforce and OD and Ms J Smith Chief Nurse</i> • <i>Quarter 1 update on 2015-16 sealings</i> • <i>Minutes of the 13 August 2015 Members' Engagement Forum.</i> 	T	-	

14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING		Chairman	
15.	ANY OTHER BUSINESS		Chairman	
16.	DATE OF NEXT MEETING AND ANNUAL PUBLIC MEETING			
	<p>The Trust's 2015 Annual Public Meeting will be held at 6.30pm on Thursday 17 September 2015 at The Big Shed, Freeman's Common, Leicester (information fair from 4pm-6.30pm).</p> <p>The next Trust Board meeting will be held on Thursday 1 October 2015 from 9am in seminar rooms A&B, Education Centre, Leicester General Hospital.</p>			
17.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>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 18-25).</p>			
18.	<p>DECLARATIONS OF INTERESTS</p> <p>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.</p>			
19.	<p>CONFIDENTIAL MINUTES</p> <p>To receive the confidential Minutes of the 6 August 2015 Trust Board meeting. <i>For approval</i></p>	U	Chairman	-
20.	<p>MATTERS ARISING</p> <p>Confidential action log from the 6 August 2015 Trust Board meeting. <i>For approval</i></p>	V	Chairman	11.25 – 11.30am
21.	<p>REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES</p> <p><i>Commercial in confidence</i></p>	W	Director of Estates and Facilities	11.30am – 12.15pm
22.	<p>JOINT REPORT FROM THE ACTING MEDICAL DIRECTOR AND THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS <i>personal data</i></p>	X	Acting Medical Director/Director of Corporate and Legal Affairs	12.15 – 12.30pm
23.	<p>JOINT REPORT FROM THE TRUST VICE-CHAIR AND THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS</p>	Y	Trust Vice-Chair/ Director of Corporate and Legal Affairs	12.30pm – 12.40pm
24.	REPORTS FROM BOARD COMMITTEES			
24.1	<p>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE</p> <p>To receive the confidential Minutes of the 30 July 2015 meeting, for noting and endorsement. <i>Commercial in</i></p>	Z	IFPIC Chair	-

	<i>confidence.</i>			
25.	ANY OTHER BUSINESS		Chairman	12.40 – 12.45pm

Helen Stokes
Senior Trust Administrator