

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 3 AUGUST 2017 FROM 9AM IN ROOM A & B, EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

**Public meeting commences at 9am**  
**AGENDA**

**\*\*\* Please take the papers as read \*\*\***

Item no.	Item	Paper ref:	Lead	Indicative timing
<b>1.</b>	<b>APOLOGIES AND WELCOME</b>	-	Chairman	
	To receive apologies for absence.			-
<b>2.</b>	<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.			-
<b>3.</b>	<b>MINUTES</b>			-
	Minutes of the 6 July 2017 Trust Board meeting. <i>For approval</i>	<b>A</b>	Chairman	-
<b>4.</b>	<b>MATTERS ARISING</b>			
	Action log from the Trust Board meeting. <i>For approval</i>	<b>B</b>	Chairman	9am – 9.05am
<b>5.</b>	<b>CHAIRMAN'S MONTHLY REPORT AUGUST 2017</b> <i>for discussion</i>	<b>C</b>	Chairman	9.05am – 9.10am
<b>6.</b>	<b>CHIEF EXECUTIVE'S MONTHLY REPORT AUGUST 2017</b> <i>for discussion</i>	<b>D</b>	Chief Executive	9.10am – 9.20am
<b>7.</b>	<b>KEY ISSUES FOR DECISION/DISCUSSION</b>			
7.1	<b>PATIENT STORY</b> <i>for discussion and assurance</i>	<b>E</b>	Chief Nurse	9.20am – 9.40am
7.2	<b>VOLUNTEER SERVICES ANNUAL REPORT 2016-17</b> <i>for discussion and approval</i>	<b>F</b>	Chief Nurse/ Volunteer Services Coordinator	9.40am – 9.55am
7.3	<b>EQUALITY AND DIVERSITY UPDATE/WRES</b> <i>for discussion and approval</i>	<b>G</b>	Director of Workforce and OD	9.55am – 10.15am
7.4	<b>TIME TO CHANGE INITIATIVE</b> <i>for discussion and approval</i>	<b>H</b>	Director of Workforce and OD	10.15am – 10.20am
7.5	<b>EMCHC MONTHLY UPDATE</b> <i>for discussion and assurance</i>	<b>I</b>	Director of Communications, Integration and Engagement/Chief Executive	10.20am – 10.30am
7.6	<b>EMERGENCY CARE/ORGANISATION OF CARE UPDATE</b> <i>for discussion and assurance</i>	<b>J</b> (to follow)	Interim Chief Operating Officer	10.30am – 10.50am

<b>8.</b>	<b>ESTATES AND FACILITIES ISSUES</b>			10.50am – 11.10am
8.1	<b>PREMISES ASSURANCE MODEL</b> <i>for discussion and approval</i>	<b>K</b> <b>(to follow)</b>	<b>Director of Estates and Facilities</b>	
8.2	<b>SUSTAINABLE DEVELOPMENT MANAGEMENT PLAN</b> <i>for discussion and approval</i>	<b>L</b>	<b>Director of Estates and Facilities</b>	
8.3	<b>FIRE ANNUAL REPORT 2016-17</b> <i>for assurance and discussion</i>	<b>M</b>	<b>Director of Estates and Facilities</b>	
<i>5 minute comfort break</i>				
<b>9.</b>	<b>RISK MANAGEMENT</b>			
9.1	<b>INTEGRATED RISK REPORT INCLUDING NEW FORMAT BOARD ASSURANCE FRAMEWORK</b> <i>for discussion and assurance</i>	<b>N</b>	<b>Medical Director</b>	11.15am – 11.25am
<b>10.</b>	<b>LLR STP AND UHL RECONFIGURATION</b>			
10.1	<b>LLR STP AND UHL RECONFIGURATION PROGRAMME</b> <i>for assurance and discussion</i>	<b>O</b>	<b>Chief Financial Officer/Director of Communications, Integration and Engagement</b>	11.25am – 11.35am
<b>11.</b>	<b>QUALITY AND PERFORMANCE</b>			
11.1	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive the summary of the issues considered at the 27 July meeting for information. Formal minutes of that meeting will be submitted to the 7 September 2017 Trust Board.	<b>P</b>	<b>QAC Non-Executive Director Chair</b>	11.35am – 11.40am
11.2	<b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the summary of the issues considered at the 27 July 2017 meeting for information. Formal minutes of that meeting will be submitted to the 7 September 2017 Trust Board.	<b>Q</b>	<b>IFPIC Non-Executive Director Chair</b>	11.40am – 11.45am
11.3	<b>FINANCIAL PERFORMANCE – JUNE 2017</b> <i>for discussion and assurance</i>	<b>R</b>	<b>Chief Financial Officer</b>	11.45am – 11.55am
<b>12.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>(S1-3)</b>		11.55am – 12noon
12.1	<b>AUDIT COMMITTEE</b> To receive the 6 July 2017 Audit Committee Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 July 2017 Trust Board.	<b>S1</b>	<b>Audit Committee Non-Executive Director Chair</b>	
12.2	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive the 29 June 2017 QAC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 July 2017 Trust Board.	<b>S2</b>	<b>QAC Non-Executive Director Chair</b>	
12.3	<b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the 29 June 2017 IFPIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 July 2017 Trust Board.	<b>S3</b>	<b>IFPIC Non-Executive Director Chair</b>	
<b>13.</b>	<b>TRUST BOARD BULLETIN – AUGUST 2017</b>	<b>T</b>	<b>-</b>	<b>-</b>
<b>14.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	<b>-</b>	<b>Chairman</b>	12noon – 12.05pm
		<b>-</b>		

15.	<b>ANY OTHER BUSINESS</b>		Chairman	12.05pm – 12.10pm
16.	<b>DATE OF NEXT MEETING</b>	-		-
	The next <b>Trust Board meeting</b> will be held on <b>Thursday 7 September 2017</b> from <b>9am</b> in the <b>C J Bond Room, Clinical Education Centre, Leicester Royal Infirmary</b> .			
17.	<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 18-24).			-
18.	<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.			-
19.	<b>CONFIDENTIAL MINUTES</b> To receive the confidential Minutes of the 6 July 2017 and extraordinary 25 July 2017 Trust Board meetings. <i>for approval</i>	<b>U &amp; U1 (U1 to follow)</b>	Chairman	-
20.	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	<b>V</b>	Chairman	12.10pm – 12.15pm
21.	<b>REPORT FROM THE CHIEF FINANCIAL OFFICER</b>	<b>W</b>	Chief Financial Officer	12.15pm – 12.35pm
22.	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>(X1-X3)</b>		12.35pm – 12.40pm
22.1	<b>AUDIT COMMITTEE</b> To receive the confidential 6 July 2017 Audit Committee Minutes noting that any recommendations were approved through the meeting summary presented to the 6 July 2017 Trust Board.	<b>X1</b>	<b>Audit Committee Non-Executive Director Chair</b>	
22.2	<b>INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the confidential 29 June 2017 IFPIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 July 2017 Trust Board), and the confidential summary of the 27 July 2017 IFPIC (formal Minutes to be submitted to the 7 September 2017 Trust Board).	<b>X2 &amp; X3</b>	<b>IFPIC Non-Executive Director Chair</b>	
23.	<b>CONFIDENTIAL TRUST BOARD BULLETIN</b>	<b>Y</b>	-	-
24.	<b>ANY OTHER BUSINESS</b>	-	Chairman	-

Helen Stokes – Corporate and Committee Services Manager