

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 6 APRIL 2017 FROM 9AM IN THE C J BOND ROOM,
LEICESTER ROYAL INFIRMARY**

Public meeting commences at 9am

AGENDA

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

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND WELCOME	-	Chairman	
	To receive apologies for absence, including Mr A Johnson and Dr S Crawshaw, Non-Executive Directors. To note that Ms M McAuley, Assistant Chief Nurse, is shadowing the Chief Nurse and attending the Trust Board meeting.			-
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 2 March 2017 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 APRIL 2017 <i>for discussion</i>	C (to follow)	Chairman	9.05am – 9.15am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT APRIL 2017 <i>for discussion</i>	D	Chief Executive	9.15am – 9.30am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	STAFF STORY <i>for discussion and assurance</i>	E	Director of Workforce and OD	9.30am – 9.45am
7.2	NATIONAL STAFF SURVEY 2016 <i>for discussion and assurance</i>	F	Director of Workforce and OD	9.45am – 9.55am
7.3	EAST MIDLANDS CONGENITAL HEART CENTRE UPDATE <i>for discussion and assurance</i>	G	Chief Executive/ Director of Communications/ Integration and Engagement	9.55am – 10.05am
7.4	EMERGENCY CARE PERFORMANCE <i>for discussion and assurance</i>	H (to follow)	Chief Operating Officer	10.05am – 10.20am

7.5	EMERGENCY FLOOR UPDATE <i>for discussion and assurance</i>	I	Chief Operating Officer	10.20am – 10.30am
7.6	SAFER STAFFING REPORT	J	Chief Nurse	10.30am – 10.40am
<i>Comfort break</i>				
8.	RISK MANAGEMENT			
8.1	INTEGRATED RISK REPORT <i>for discussion and assurance</i>	K	Medical Director	10.40am – 10.50am
9.	STRATEGY AND RECONFIGURATION			
9.1	SUSTAINABILITY AND TRANSFORMATION PLAN AND UHL RECONFIGURATION PROGRAMME – UPDATE <i>for discussion and assurance</i>	L	Chief Financial Officer/Director of Communications, Integration and Engagement	10.50am – 11.00am
10.	RESEARCH & INNOVATION			
10.1	RESEARCH & INNOVATION QUARTER 4 UPDATE 2016-17 <i>for assurance and discussion</i>	M	Medical Director/Director of Research & Innovation	11.00am – 11.10am
10.2	EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) QUARTER 4 UPDATE 2016-17 <i>for assurance and approval</i>	N	Medical Director/EMCRN Director	11.10am – 11.20am
11.	QUALITY AND PERFORMANCE			
11.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive the summary of the issues considered at the 30 March 2017 meeting for information, including the nasogastric tube safety alert report. Formal minutes of that meeting will be submitted to the 4 May 2017 Trust Board.	O	QAC Non-Executive Director Chair	11.20am – 11.25am
11.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the summary of the issues considered at the 30 March 2017 meeting for information, including a 1-page summary of the 2017-19 draft operational plan refresh. Formal minutes of that meeting will be submitted to the 4 May 2017 Trust Board.	P	Trust Chairman	11.25am – 11.30am
11.3	2016-17 FINANCIAL PERFORMANCE – FEBRUARY 2017 <i>for discussion and assurance</i>	Q	Chief Financial Officer	11.30am – 11.40am
12.	REPORTS FROM BOARD COMMITTEES			11.40am – 11.45am
12.1	AUDIT COMMITTEE To receive the 2 March 2017 Audit Committee Minutes for noting and endorsement of any recommendations.	R	Audit Committee Non-Executive Director Chair	
12.2	QUALITY ASSURANCE COMMITTEE (QAC) To receive the 23 February 2017 QAC Minutes for noting and endorsement of any recommendations.	S	QAC Non-Executive Director Chair	
12.3	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the 23 February 2017 IFPIC Minutes for noting and endorsement of any recommendations.	T	IFPIC Non-Executive Director Chair	

14.	TRUST BOARD BULLETIN – APRIL 2017	-	-	-
15.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.45am – 11.55am
16.	ANY OTHER BUSINESS	-	Chairman	11.55am – 12.00pm
17.	DATE OF NEXT MEETING	-		-
	The next Trust Board meeting will be held on Thursday 4 May 2017 from 9am in the Rooma 2 & 3, Clinical Education Centre, Glenfield Hospital.			
18.	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 19 - 28).			
19.	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.			
20.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 2 March 2017 Trust Board meeting. <i>for approval</i>	U	Chairman	--
21.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	V	Chairman	12.00pm – 12.05pm
22.	REPORT FROM THE CHIEF OPERATING OFFICER The Trust Chairman will withdraw from the meeting for this item, and the discussion will be chaired by the Deputy Chairman.	W (to follow)	Chief Operating Officer	12.05pm – 12.15pm
23.	REPORT FROM THE MEDICAL DIRECTOR	X	Medical Director	12.15pm – 12.25pm
24.	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	Y	Director of Estates and Facilities	12.25pm - 12.35pm
25.	REPORT FROM THE CHIEF FINANCIAL OFFICER	Z	Chief Financial Officer	12.35pm - 12.45pm
26.	REPORT FROM THE DIRECTOR OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT	AA (to follow)	Director of Workforce and OD	12.45pm – 12.55pm
27.	REPORTS FROM BOARD COMMITTEES			12.55pm – 1pm
27.1	AUDIT COMMITTEE To receive the confidential 2 March 2017 Audit Committee Minutes for noting and endorsement of any	BB	Audit Committee Non-Executive Director Chair	

	recommendations.			
27.2	QUALITY ASSURANCE COMMITTEE (QAC) To receive the confidential 23 February 2017 QAC Minutes for noting and endorsement of any recommendations, and the confidential summary of the 30 March 2017 QAC (formal Minutes to be submitted to the 4 May 2017 Trust Board).	CC & CC1	QAC Non-Executive Director Chair	
27.3	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the confidential 23 February 2017 IFPIC Minutes for noting and endorsement of any recommendations, and the confidential summary of the 30 March 2017 IFPIC (formal Minutes to be submitted to the 4 May 2017 Trust Board).	DD & DD1	Trust Chairman and IFPIC Non-Executive Director Chair	
27.4	REMUNERATION COMMITTEE To receive the confidential 2 March 2017 Remuneration Committee Minutes for noting and endorsement of any recommendations.	EE	Chairman	
28.	ANY OTHER BUSINESS		Chairman	-

Helen Stokes
Senior Trust Administrator