

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 10 JANUARY 2019 FROM 9AM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY

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 confirm the Minutes of the 6 December 2018 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 JANUARY 2019 <i>for discussion</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT JANUARY 2019 <i>for discussion</i>	D	Chief Executive	9.10am – 9.25am
7.	KEY ISSUES FOR DISCUSSION/DECISION			
7.1	PATIENT STORY – SERIOUS INCIDENT <i>for discussion</i>	E	Medical Director	9.25am – 9.45am
7.2	REVIEW OF ORAL AND MAXILLO-FACIAL SERVICE <i>for discussion and assurance</i>	F	Medical Director	9.45am – 10.05am
7.3	BRIEFING PAPER: PLANNING 2019/20 <i>for discussion and assurance</i>	G	Director of Strategy and Communications	10.05am – 10.20am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK AND ASSURANCE REPORT <i>for discussion and assurance</i>	H	Medical Director	10.20am – 10.30am
9.	LLR STP AND UHL RECONFIGURATION PROGRAMME UPDATE <i>for assurance and discussion</i>	I	Chief Financial Officer/Director of Strategy and Communications	10.30am – 10.40am
5 minute comfort break				

10.	QUALITY, PERFORMANCE AND FINANCE			10.45am – 11.10am
10.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 20 December 2018 meeting for information, and approve any recommended items including the Freedom to Speak Up Vision, Strategy and Plan. Formal minutes of that meeting will be submitted to the 7 February 2019 Trust Board.	J	QOC Non-Executive Director Chair	
10.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 20 December 2019 meeting for information, and approve any recommended items including and the Guardian of Safe Working quarterly report 1.9.18 to 30.11.18. Formal minutes of that meeting will be submitted to the 7 February 2019 Trust Board.	K	PPPC Non-Executive Director Chair	
10.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 20 December 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 February 2019 Trust Board. The financial performance report for month 8 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	L L1	FIC Non-Executive Director Chair Chief Financial Officer	
11.	REPORTS FROM BOARD COMMITTEES	M1 – M3		11.10am – 11.15am
11.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 29 November 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board.	M1	QOC Non-Executive Director Chair	
11.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 29 November 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board.	M2	PPPC Non-Executive Director Chair	
11.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 29 November 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board.	M3	FIC Non-Executive Director Chair	
12.	CORPORATE TRUSTEE BUSINESS			11.15am – 11.25am
12.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the 6 December 2018 CFC Minutes, and endorse any recommendations therein as Corporate Trustee (including the recommended item re: UHL Charity Annual Report and Accounts 2018/19, subject to Audit Committee review on 11 January 2019).	N1 & N2	CFC Non-Executive Director Chair	
13.	TRUST BOARD BULLETIN – JANUARY 2019	O	-	-
14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.25am – 11.30am
15.	ANY OTHER BUSINESS	-	Chairman	11.30am – 11.35am
16.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 7 February 2019 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary.	-	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 18-28).	-	-	
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 confirm the confidential Minutes of the 6 December 2018 Trust Board meeting. <i>for approval</i>	P	Chairman	-
20.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	Q	Chairman	
21.	REPORT FROM THE CHIEF FINANCIAL OFFICER	R	Chief Financial Officer	11.35pm – 12.35pm
<i>working lunch to be served</i>				
22.	REPORT FROM THE TGH LTD CHAIR	S	TGH Ltd Chair/ TGH Ltd Superintendent Pharmacist	12.35pm – 12.45pm
23.	REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	T	Director of Strategy and Communications	12.45pm – 12.55pm
24.	REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	U	Director of Corporate and Legal Affairs	12.55pm – 1.05pm
25.	REPORTS FROM BOARD COMMITTEES	V1 – V5		1.05pm – 1.25pm
25.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 29 November 2018 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board).	V1	QOC Non-Executive Director Chair	
25.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 29 November 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board and the confidential summary of the 20 December 2018 PPPC (formal Minutes to be submitted to the 7 February 2019 Trust Board).	V2 & V3	PPPC Non-Executive Director Chair	
25.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 29 November 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 6 December 2018 Trust Board). To receive the confidential summary of the 20 December 2018 FIC and approve any recommended items. Formal Minutes to be submitted to the 7 February 2019 Trust Board.	V4 & V5	FIC Non-Executive Director Chair	
26.	CORPORATE TRUSTEE BUSINESS			
26.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the 6 December 2018 CFC confidential Minutes, and endorse any recommendations therein as Corporate Trustee.	W	CFC Non-Executive Director Chair	

27.	CONFIDENTIAL TRUST BOARD BULLETIN	-	-	-
28.	ANY OTHER BUSINESS	-	Chairman	-

Kate Rayns
Corporate and Committee Services Officer