

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 3 OCTOBER 2019 FROM 9AM IN SEMINAR ROOMS 2 & 3 IN THE CLINICAL EDUCATION CENTRE, GLENFIELD HOSPITAL

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 ANNOUNCEMENTS	-	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 5 September 2019 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	
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	PATIENT STORY – SERIOUS UNTOWARD INCIDENT	C	Chief Nurse	9.05am – 9.25am
5.2	CHAIRMAN’S MONTHLY REPORT OCTOBER 2019	D	Chairman	9.25am – 9.30am
5.3	CHIEF EXECUTIVE’S MONTHLY REPORT OCTOBER 2019	E	Chief Executive	9.30am – 9.50am
5.4	MITIGATION OF CLINICAL RISKS ASSOCIATED WITH THE RECONFIGURATION PROGRAMME TIMELINE	F	Medical Director	9.50am – 10.05am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			
6.1	EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) QUARTERLY REPORT	G	Medical Director/ Clinical Director, EMCRN	10.05am – 10.15am
6.2	BOARD ASSURANCE FRAMEWORK & INTEGRATED RISK REPORT	H	Director of Corporate and Legal Affairs	10.15am – 10.25am
6.3	POTENTIAL NO DEAL EU EXIT PREPARATIONS	I	Director of Corporate and Legal Affairs	10.25am – 10.35am
10 minute comfort break				

6.4	REPORTS FROM BOARD COMMITTEES			10.45am – 11.10am
6.4.1	AUDIT COMMITTEE To receive the Minutes of the 6 September 2019 Audit Committee and approve any recommended items.	J	Audit Committee Non-Executive Director Chair	
6.4.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 26 September 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 November 2019 Trust Board.	K	QOC Non-Executive Director Chair	
6.4.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 26 September 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 November 2019 Trust Board.	L	PPPC Non-Executive Director Chair	
6.4.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 26 September 2019 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 7 November 2019 Trust Board. The financial performance report for month 5 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	M1 M2	FIC Non-Executive Director Chair Chief Financial Officer	
6.5	CORPORATE TRUSTEE BUSINESS			
6.5.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the Minutes of the 5 September 2019 CFC and approve any recommended items.	N1	CFC Non-Executive Director Chair	11.10am -- 11.15am
6.5.2	LEICESTER HOSPITALS CHARITY ANNUAL ACCOUNTS 2018/19 AND ANNUAL REPORT 2018/19	N2	CFC Non-Executive Director Chair/Chief Financial Officer	11.15am – 11.25am
7.	ITEMS FOR NOTING			
7.1	LEICESTER, LEICESTERSHIRE AND RUTLAND SYSTEM LEADERSHIP TEAM MINUTES	O	Chief Executive	-
7.2	REPORTS FROM BOARD COMMITTEES	P1-P3		11.25am – 11.30am
7.2.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 29 August 2019 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board.	P1	QOC Non-Executive Director Chair	
7.2.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 29 August 2019 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board.	P2	PPPC Non-Executive Director Chair	
7.2.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 29 August 2019 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board.	P3	FIC Non-Executive Director Chair	
8.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.30am – 11.35am
9.	ANY OTHER BUSINESS	-	Chairman	11.35am – 11.40am

10.	DATE OF NEXT MEETING	-	-	-
	The next Trust Board meeting will be held on Thursday 7 November 2019 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary .	-	Chairman	
11.	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 12-18).	-	-	-
12.	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	-
13.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 5 September 2019 Trust Board meeting. <i>for approval</i>	Q	Chairman	-
14.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	R	Chairman	11.40am – 11.45am
FOR EXPLORATION				
15.	KEY ISSUES FOR DISCUSSION/DECISION			
15.1	CONFIDENTIAL REPORT BY THE DIRECTOR OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT	S	Director of People and OD	11.45am – 11.55am
15.2	CONFIDENTIAL REPORT BY THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	T	Director of Corporate and Legal Affairs	11.55am – 12.05pm
FOR NAVIGATION				
16.	ITEMS FOR ASSURANCE			
16.1	REPORTS FROM BOARD COMMITTEES	U1 – U3		12.05pm – 12.15pm
16.1.1	AUDIT COMMITTEE To receive the 6 September 2019 Audit Committee confidential Minutes and approve any recommended items.	U1	Audit Committee Non-Executive Director Chair	
16.1.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the confidential summary of the 26 September 2019 QOC and approve any recommended items. Formal Minutes to be submitted to the 7 November 2019 Trust Board.	U2	QOC Non-Executive Director Chair	
16.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential summary of the 26 September 2019 FIC and approve any recommended items. Formal Minutes to be submitted to the 7 November 2019 Trust Board.	U3	FIC Non-Executive Director Chair	
16.2	CORPORATE TRUSTEE BUSINESS			
16.2.1	CONFIDENTIAL REPORT BY THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	V	Director of Strategy and Communications	12.15pm – 12.25pm
17.	ITEMS FOR NOTING			
17.1	REPORTS FROM BOARD COMMITTEES	W1 – W3		12.25pm – 12.30pm

17.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 29 August 2019 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board).	W1	QOC Non-Executive Director Chair	
17.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 29 August 2019 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board).	W2	PPPC Non-Executive Director Chair	
17.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 29 August 2019 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 5 September 2019 Trust Board).	W3	FIC Non-Executive Director Chair	
18.	ANY OTHER BUSINESS	-	Chairman	12.30pm – 12.35pm

Helen Stokes
Corporate and Committee Services Manager