

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

EXTRAORDINARY PUBLIC MEETING TO BE HELD ON FRIDAY 24 MAY 2018 FROM 1.00PM – 2.00PM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY

AGENDA

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

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND WELCOME	-		-
	To receive apologies for absence including those from Professor P Baker, Non-Executive Director; Ms R Brown, Chief Operating Officer; Ms C Fox, Chief Nurse and Mr D Kerr, Director of Estates and Facilities.			-
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 AND MATTERS ARISING LOG			-
	The Minutes and matters arising log from the 2 May 2019 Trust Board meeting will be submitted to the 6 June 2019 Trust Board.			-
FOR EXPLORATION				
4.	KEY ISSUES FOR DISCUSSION/DECISION			
4.1	DRAFT ANNUAL REPORT AND ANNUAL ACCOUNTS 2018/19	A1 – A7	Chief Financial Officer/ Director of Strategy and Communications/ Audit Committee Non-Executive Director Chair	1.00pm – 1.45pm
	<p>(1) Verbal report from the Audit Committee Non-Executive Director Chair, re: that Committee's 24 May 2019 consideration of the draft annual accounts and annual report.</p> <p>(2) Going Concern Statement 2019-20 (A1)</p> <p>(3) Statutory Accounts 2018/19 (A2) (to follow)</p> <p>(4) ISA260 Audit Highlights Memorandum (A3a-A3c):-</p> <ul style="list-style-type: none"> • Audit findings report – A3a (to follow); • IT controls – A3b (to follow); • Independent Auditor's report to the Directors of UHL NHS Trust – A3c (to follow) <p>(5) Section 30 Referral Letter (A4)</p> <p>(6) Letter of Representation (A5) (to follow)</p> <p>(7) Annual Governance Statement 2018-19 (A6)</p> <p>(8) Annual Report 2018/19 (A7) (to follow)</p>			

4.1.1	<p>APPROVALS The Trust Board is invited to:-</p> <ul style="list-style-type: none"> • note the contents of the reports; • approve the statutory accounts for the year ending 31 March 2019, and • approve the signing (in non-black ink) of the relevant certificates by members of the Trust Board, as follows (<i>signatories are shown in brackets</i>):- <ul style="list-style-type: none"> ○ Statement of Directors’ responsibilities in respect of Internal Control (<i>Chief Executive</i>); ○ Annual Governance Statement 2018/19 (<i>Chief Executive</i>); ○ Directors’ Statements – Statement of the Chief Executive’s responsibilities as the Accountable Officer of the Trust (<i>Chief Executive</i>), and Statement of Directors’ Responsibilities in respect of the accounts (<i>Chief Executive, and the Chief Financial Officer</i>); ○ Statement of Financial Position (<i>Chief Executive</i>), and ○ Letter of Representation (<i>Chief Executive</i>) ○ Annual Report (<i>Chief Executive</i>) 		Named Executive Directors	1.45pm – 1.50pm
5.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	1.50pm – 1.55pm
6.	ANY OTHER BUSINESS	-	Chairman	1.55pm – 2.00pm
7.	DATE OF NEXT MEETING	-		
	The next Trust Board meeting will be held on Thursday 6 June 2019 from 9am in Rooms A & B, Clinical Education Centre, Leicester General Hospital.			

Kate Rayns
Corporate and Committee Services Officer