

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 1 OCTOBER 2020 FROM 9AM – 11.30AM

MICROSOFT TEAMS VIRTUAL MEETING

Public meeting commences at 9am

AGENDA

***** Please 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 3 September 2020 virtual Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	9.00am – 9.05am
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	PATIENT STORY – SERIOUS UNTOWARD INCIDENT	C	Medical Director	9.05am – 9.20am
5.2	CHAIRMAN’S MONTHLY REPORT – OCTOBER 2020	D	Chairman	9.20am – 9.30am
5.3	ACTING CHIEF EXECUTIVE’S MONTHLY REPORT – OCTOBER 2020	E	Acting Chief Executive	9.30am – 9.40am
5.4	UHL COVID-19 POST-PEAK LEARNING EXERCISE	F	Acting Chief Operating Officer	9.40am – 9.50am
5.5	EAST MIDLANDS CLINICAL RESEARCH NETWORK (EMCRN) QUARTERLY UPDATE REPORT	G	Medical Director	9.50am – 10.00am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			
6.1	REPORTS FROM VIRTUAL BOARD COMMITTEE MEETINGS – SEPTEMBER 2020	H1 – H4		
6.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive a summary of the issues considered at the 24 September 2020 QOC.	H1	QOC Non-Executive Director Chair	10.00am – 10.05am
6.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive a summary of the issues considered at the 24 September	H2	PPPC Non-Executive Director Chair	10.05am – 10.10am

	2020 PPC and approve the <i>Freedom To Speak Up Annual Report</i> and the <i>Guardian of Safe Working Quarterly Report</i> .			
6.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the issues considered at the 24 September 2020 FIC. The <i>financial performance report for month 5 of 2020/21</i> will be introduced separately by the Interim Chief Financial Officer.	H3 (to follow) H4	FIC Non-Executive Director Chair Interim Chief Financial Officer	10.10am – 10.15am 10.15am – 10.20am
7.	ITEMS FOR NOTING			-
7.1	DECLARATIONS OF INTEREST To receive and note the Declarations of Interest by Mr M Williams, Non-Executive Director.	I	Trust Chairman	
7.2	MINUTES FROM THE VIRTUAL BOARD COMMITTEE ASSURANCE CONFERENCE CALLS – JULY 2020	J1 – J3		
7.2.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the Minutes of the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at QOC, noting that any recommended items were approved through the meeting summary presented to the 3 September 2020 Trust Board.	J1	QOC Non-Executive Director Chair	-
7.2.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the Minutes of the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at PPPC, noting that any recommended items were approved through the meeting summary presented to the 3 September Trust Board.	J2	PPPC Non-Executive Director Chair	-
7.2.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the Minutes of the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC, noting that any recommended items were approved through the meeting summary presented to the 3 September 2020 Trust Board.	J3	FIC Non-Executive Director Chair	-
8.	QUESTIONS FROM THE PUBLIC AS NOTIFIED IN ADVANCE OF THE MEETING	-	Chairman	10.20am – 10.25am
9.	ANY OTHER BUSINESS	-	Chairman	-
10.	DATE OF NEXT MEETING	-	-	
	The next Trust Board meeting will be held virtually on Thursday 5 November 2020 from 9am.	-	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 12-19).	-	-	-
	5-minute comfort break 10.25am – 10.30am			
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	-	Chairman	-

	the relevant discussion or decision.			
13.	CONFIDENTIAL MINUTES To confirm the confidential Minutes of the 3 September 2020 virtual Trust Board meeting. <i>for approval</i>	K	Chairman	-
14.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	L	Chairman	10.30am – 10.35am
FOR EXPLORATION				
15.	KEY ISSUES FOR DISCUSSION/DECISION	-		-
15.1	CONFIDENTIAL REPORT BY THE ACTING CHIEF EXECUTIVE	M	Acting Chief Executive	10.35am – 10.55am
15.2	CONFIDENTIAL REPORT BY THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	N	Director of Corporate and Legal Affairs	10.55am – 11.05am
15.3	CONFIDENTIAL REPORT BY THE DIRECTOR OF ESTATES AND FACILITIES	O	Director of Estates and Facilities	11.05am – 11.15am
FOR NAVIGATION				
16.	ITEMS FOR ASSURANCE			
16.1	REPORTS FROM BOARD COMMITTEES			
16.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the confidential issues considered at the 24 September 2020 FIC (any items requiring Trust Board approval are appended to the summary).	P (to follow)	FIC Non-Executive Director Chair	11.15am – 11.20am
16.1.2	REMUNERATION COMMITTEE To receive the confidential minutes of the Remuneration Committee held on 14 August 2020 and approve any recommendations.	Q	Trust Chairman	11.20am – 11.25am
16.2	REPORTS FROM EXECUTIVE GROUPS			
16.2.1	EXECUTIVE STRATEGY BOARD (ESB) To receive the action notes arising from the ESB meeting held on 1 September 2020	R	Acting Chief Executive	11.25am – 11.30am
17.	CORPORATE TRUSTEE BUSINESS			
17.1	URGENT CHARITABLE FUNDS APPLICATION FOR APPROVAL AS CORPORATE TRUSTEE	S	Director of Leicester Hospitals Charity	11.30am – 11.40am
18.	ITEMS FOR NOTING			-
18.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential minutes of the 27 August 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC.	T	FIC Non-Executive Director Chair	-
19.	ANY OTHER BUSINESS	-	Chairman	-

Kate Rayns, Corporate and Committee Services Officer