

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 3 DECEMBER 2020 FROM 9AM – 11.45AM

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, including those from Ms C Fox, Chief Nurse. To note that Ms E Meldrum, Deputy Chief Nurse will be attending on behalf of the Chief Nurse. | | | - |
| 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 November 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 – CHILDREN’S SERVICES | C | Chief Nurse | 9.05am – 9.20am |
| 5.2 | CHAIRMAN’S MONTHLY REPORT – DECEMBER 2020 | D (to follow) | Chairman | 9.20am – 9.30am |
| 5.3 | ACTING CHIEF EXECUTIVE’S MONTHLY REPORT – DECEMBER 2020 | E | Acting Chief Executive | 9.30am – 9.50am |
| FOR NAVIGATION | | | | |
| 6. | ITEMS FOR ASSURANCE | | | |
| 6.1 | REPORTS FROM VIRTUAL BOARD COMMITTEE MEETINGS – NOVEMBER 2020 | F1 – F5 | | |
| 6.1.1 | AUDIT COMMITTEE To receive the public Minutes of the 16 November 2020 Audit Committee and approve any recommended items. | F1 | AC Non-Executive Director Chair | 9.50am – 9.55am |
| 6.1.2 | QUALITY AND OUTCOMES COMMITTEE (QOC) To receive a summary of the issues considered at the 26 November 2020 QOC and approve the recommended item: learning from deaths quarterly report. | F2 | QOC Non-Executive Director Chair | 9.55am – 10.00am |

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| 6.1.3 | PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive a summary of the issues considered at the 26 November 2020 PPPC and approve any recommended items. | F3 | PPPC Non-Executive Director Chair | 10.00am – 10.05am |
| 6.1.4 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the issues considered at the 26 November 2020 FIC and approve any recommended items. The <i>financial performance report for month 7 of 2020/21</i> will be introduced separately by the Interim Chief Financial Officer. | F4 (to follow) F5 | FIC Non-Executive Director Chair Interim Chief Financial Officer | 10.05am – 10.10am 10.10am – 10.15am |
| 7. | ITEMS FOR NOTING | | | - |
| 7.1 | MINUTES FROM THE VIRTUAL BOARD COMMITTEE MEETINGS – OCTOBER 2020 | G1 – G3 | | |
| 7.1.1 | QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the Minutes of the 29 October 2020 QOC, noting that any recommended items were approved through the meeting summary presented to the 5 November 2020 Trust Board. | G1 | QOC Non-Executive Director Chair | - |
| 7.1.2 | PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the Minutes of the 29 October 2020 PPPC, noting that any recommended items were approved through the meeting summary presented to the 5 November 2020 Trust Board. | G2 | PPPC Non-Executive Director Chair | - |
| 7.1.3 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the Minutes of the 29 October 2020 FIC, noting that any recommended items were approved through the meeting summary presented to the 5 November 2020 Trust Board. | G3 | FIC Non-Executive Director Chair | - |
| 8. | QUESTIONS FROM THE PUBLIC AS NOTIFIED IN ADVANCE OF THE MEETING | - | Chairman | 10.15am – 10.20am |
| 9. | ANY OTHER BUSINESS | - | Chairman | - |
| 10. | DATE OF NEXT MEETING | - | - | |
| | The next Trust Board meeting will be held virtually on Thursday 7 January 2021 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). | - | - | - |
| | <i>10-minute comfort break 10.20am – 10.30am</i> | | | |
| 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 November 2020 virtual Trust Board meeting. <i>for approval</i> | H | Chairman | - |
| 14. | MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i> | I | Chairman | 10.30am – 10.35am |

| FOR EXPLORATION | | | | |
|-----------------|--|-----------------------|--|-------------------|
| 15. | KEY ISSUES FOR DISCUSSION/DECISION | - | | - |
| 15.1 | CONFIDENTIAL REPORT BY THE DIRECTOR OF FINANCIAL IMPROVEMENT | J | Director of Financial Improvement | 10.35am – 10.50am |
| 15.2 | CONFIDENTIAL REPORT BY THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS | K | Director of Corporate and Legal Affairs | 10.50am – 11.10am |
| FOR NAVIGATION | | | | |
| 16. | ITEMS FOR ASSURANCE | | | |
| 16.1 | REPORTS FROM BOARD COMMITTEES | | | |
| 16.1.1 | AUDIT COMMITTEE To receive the confidential Minutes of the 16 November 2020 Audit Committee and approve any recommended items. To receive a verbal update from the 2 December 2020 confidential Audit Committee. | L1 | AC Non-Executive Director Chair | 11.10am – 11.25am |
| 16.1.2 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the confidential issues considered at the 26 November 2020 FIC (any items requiring Trust Board approval are appended to the summary). | L2 (to follow) | FIC Non-Executive Director Chair | 11.25am – 11.35am |
| 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 3 November 2020. | M | Acting Chief Executive | 11.35am – 11.40am |
| 17. | ITEMS FOR NOTING | | | - |
| 17.1.1 | PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the confidential minutes of the 29 October 2020 PPPC (noting that any recommended items were approved by the Trust Board on 5 November 2020). | N1 | PPPC Non-Executive Director Chair | - |
| 17.1.2 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential minutes of the 29 October 2020 FIC (noting that any recommended items were approved by the Trust Board on 5 November 2020). | N2 | FIC Non-Executive Director Chair | - |
| 18. | ANY OTHER BUSINESS | - | Chairman | 11.40am – 11.45am |
| | <i>15-minute break 11.45am – 12noon</i> | | | |
| 19. | CONFIDENTIAL REPORT BY THE CHAIRMAN AND ACTING CHIEF EXECUTIVE | verbal | Chairman and Acting Chief Executive | 12noon – 1pm |

Kate Rayns, Corporate and Committee Services Officer