

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 6 AUGUST 2020 FROM 8AM – 10.30AM

MICROSOFT TEAMS VIRTUAL MEETING

Public meeting commences at 8am

AGENDA

***** Please note the earlier time for this virtual 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 including those from Mr J Adler Chief Executive and Ms D Mitchell, Acting Chief Operating Officer. To note that Ms F Lennon, Deputy Chief Operating Officer will be attending on behalf of the Acting Chief Operating Officer.			-
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 2 July 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	8.00am – 8.05am
FOR EXPLORATION				
5.	KEY ISSUES FOR DISCUSSION/DECISION			
5.1	CHAIRMAN'S MONTHLY REPORT – AUGUST 2020	C	Chairman	8.05am – 8.15am
5.2	ACTING CHIEF EXECUTIVE'S MONTHLY REPORT – AUGUST 2020	D	Acting Chief Executive	8.15am – 8.35am
5.3	INTEGRATED RISK AND ASSURANCE REPORT (INCORPORATING BOARD ASSURANCE FRAMEWORK AND ORGANISATIONAL RISK REGISTER AS AT 30 JUNE 2020)	E	Director of Corporate and Legal Affairs	8.35am – 8.50am
FOR NAVIGATION				
6.	ITEMS FOR ASSURANCE			
6.1	REPORTS FROM THE VIRTUAL BOARD COMMITTEE ASSURANCE CONFERENCE CALLS	F1 – F4		
6.1.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive a summary of the issues considered at the 30 July 2020 assurance conference call between key Non-Executive Director and	F1	QOC Non-Executive Director Chair	8.50am – 8.55am

	Executive Director members of/attendees at QOC. To note that the Premises Assurance Model Annual Report 2019/20 is appended to the QOC summary for information.			
6.1.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive a summary of the issues considered at the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at PPPC.	F2	PPPC Non-Executive Director Chair	8.55am – 9.00am
6.1.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the issues considered at the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC. The financial performance report for month 3 of 2020/21 will be introduced separately by the Interim Chief Financial Officer.	F3 F4	FIC Non-Executive Director Chair Interim Chief Financial Officer	9.00am – 9.05am 9.05am – 9.15am
7.	ITEMS FOR NOTING			-
7.1	QUARTERLY SEALINGS REPORTS – QUARTER 4 2019/20 AND QUARTER 1 2020/21	G1 & G2	Chairman	
8.	QUESTIONS FROM THE PUBLIC AS NOTIFIED IN ADVANCE OF THE MEETING	-	Chairman	9.15am – 9.20am
9.	ANY OTHER BUSINESS	-	Chairman	-
10.	DATE OF NEXT MEETING	-	-	
	The next Trust Board meeting will be held virtually on Thursday 3 September 2020 from 8am.	-	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 9.20am – 9.30am</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 2 July 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	9.30am – 9.35am
FOR EXPLORATION				
15.	KEY ISSUES FOR DISCUSSION/DECISION	-		-
15.1	CONFIDENTIAL REPORTS BY THE DIRECTOR OF STRATEGY AND COMMUNICATIONS	J1 & J2	Director of Strategy and Communications	9.35am – 9.55am
15.2	CONFIDENTIAL REPORT BY THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS	K	Director of Corporate and Legal Affairs	9.55am – 10.05am

FOR NAVIGATION				
16.	ITEMS FOR ASSURANCE			
16.1	REPORTS FROM BOARD COMMITTEES	L1 – L2		
16.1.1	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive a summary of the confidential issues considered at the 30 July 2020 assurance conference call between key Non-Executive Director and Executive Director members of/attendees at FIC (any items requiring Trust Board approval are appended to the summary).	L1	FIC Non-Executive Director Chair	10.05am – 10.15am
16.1.2	REMUNERATION COMMITTEE To receive the confidential minutes of the Remuneration Committee held on 26 June 2020 and approve any recommended items.	L2	Chairman	10.15am – 10.20am
17.	CORPORATE TRUSTEE BUSINESS			
17.1	CHARITABLE FUNDS APPLICATION 7533 – UPDATE ON APPROVALS PROCESS	M	Director of Strategy and Communications	10.20am – 10.30am
18.	ITEMS FOR NOTING – none			-
19.	ANY OTHER BUSINESS	-	Chairman	-

Kate Rayns
Corporate and Committee Services Officer