

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

MINUTES OF THE INQUORATE RECONFIGURATION AND TRANSFORMATION COMMITTEE
(RTC)
MEETING HELD ON WEDNESDAY 15 FEBRUARY 2023 AT 1.00 pm, VIRTUAL MEETING VIA
MICROSOFT TEAMS

Present:

Dr A Haynes - RTC Non-Executive Director Chair
Mr B Patel - Non-Executive Director
Ms L Hooper - Chief Financial Officer
Prof T Robinson - Non-Executive Director

In Attendance:

Ms R Briggs - Assistant Director of Operations Projects
Mr A Carruthers - Chief Information Officer
Ms A Moss - Corporate and Committee Services Officer
Mr S Pizzey - Head of Strategy and Planning
Ms C Teeney - Chief People Officer
Ms N Topham - Reconfiguration Programme Director

	RESOLVED ITEMS	
01/23	APOLOGIES	
	Apologies for absence were received from Mr S Barton, Deputy Chief Executive, Mr A Furlong, Medical Director, Dr R Abeyratne, Director of Health Equalities and Inclusion, Ms G Collins-Punter, Associate Non-Executive Director, Ms S Prema, ICB Executive Director of Strategy and Planning and Mr J Melbourne, Chief Operating Officer.	
02/23	QUORACY	
	The Chair noted that the meeting was not quorate.	
03/23	DECLARATIONS OF INTERESTS	
	There were no declarations of interest.	
04/23	MINUTES	
	The Minutes of Meeting held on 24 November 2022 (papers A1 and A2) were received.	
	<u>Resolved</u> – that the Minutes of the 24 November 2022 Reconfiguration and Transformation Committee be confirmed as a correct record.	
05/23	MATTERS ARISING	
	Paper B detailed the position of any outstanding actions from previous RTC meetings.	
	<u>Resolved</u> – that any updates now provided be reflected in the next iteration of the RTC action log.	NAMED LEADS
06/23	KEY ISSUES FOR DISCUSSION	
06/23/1	REPORT FROM THE RECONFIGURATION PROGRAMME DIRECTOR (UPDATE)	
	<u>Recommended</u> – that that this Minute be classed as confidential and taken in private accordingly.	

06/23/2	<u>REPORT FROM THE RECONFIGURATION PROGRAMME DIRECTOR (UPDATE) (Elective Hub Update)</u>	
	<u>Recommended</u> – that that this Minute be classed as confidential and taken in private accordingly.	
07/23	ANY OTHER BUSINESS	
	There was no other business.	
08/23	IDENTIFICATION OF ANY KEY ISSUES FOR THE ATTENTION OF THE TRUST BOARD	
	None.	
09/23	DATE OF THE NEXT MEETING	
	<u>Recommended</u> – that the next meeting of the Reconfiguration and Transformation Committee be held on Wednesday 19 April 2023 from 1.00 pm (to be held virtually via MS Teams).	

The meeting closed at 1.35pm

Alison Moss - Corporate and Committee Services Officer

Cumulative Record of Members' Attendance (2022-23 to date):-

Present

<i>Name</i>	<i>Possible</i>	<i>Actual</i>	<i>% attendance</i>	<i>Name</i>	<i>Possible</i>	<i>Actual</i>	<i>% attendance</i>
<i>A Haynes (Chair)</i>	4	4	100	<i>B Patel</i>	4	4	100
<i>S Barton</i>	4	3	75	<i>T Robinson</i>	4	3	75
<i>G Collins-Punter</i>	4	2	50	<i>M Williams</i>	4	2	50
<i>A Furlong</i>	4	2	50	<i>J Worrall</i>	4	3	75
<i>L Hooper</i>	4	3	75				

In attendance

<i>Name</i>	<i>Possible</i>	<i>Actual</i>	<i>% attendance</i>	<i>Name</i>	<i>Possible</i>	<i>Actual</i>	<i>% attendance</i>
<i>A Carruthers</i>	4	4	100	<i>S Prema</i>	4	2	50
<i>M Durbridge (until December 2022)</i>	3	3	100	<i>M Simpson</i>	4	1	25
<i>J Hammond</i>	1	1	100	<i>N Topham</i>	4	4	100
<i>H Kotecha</i>	3	0	0	<i>R Vyas</i>	4	0	0
<i>J Jameson (until January 2022)</i>	2	2	100				