

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 1 NOVEMBER 2018 FROM 9AM IN ROOMS A & B, CLINICAL EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL

Public meeting commences at 9am

AGENDA

***** Please note the venue for this meeting and take the papers as read *****

| Item no. | Item | Paper ref: | Lead | Indicative timing |
|-------------------------------|---|--------------------------|----------------------------------|----------------------|
| 1. | APOLOGIES AND WELCOME | - | Chairman | |
| | To receive any apologies for absence, including Mr P Traynor Chief Financial Officer and Mr M Wightman Director of Strategy and Communications. | | | - |
| 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 receive the Minutes of the 4 October 2018 Trust Board meeting. <i>For approval</i> | A (to follow) | Chairman | - |
| 4. | MATTERS ARISING | | | 9am – 9.05am |
| | Action log from the Trust Board meeting. <i>For approval</i> | B | Chairman | |
| 5. | CHAIRMAN'S MONTHLY REPORT NOVEMBER 2018 <i>for discussion</i> | C (to follow) | Chairman | 9.05am – 9.10am |
| 6. | CHIEF EXECUTIVE'S MONTHLY REPORT NOVEMBER 2018 <i>for discussion</i> | D (to follow) | Chief Executive | 9.10am – 9.30am |
| 7. | KEY ISSUES FOR DISCUSSION/DECISION | | | |
| 7.1 | STAFF STORY <i>for discussion</i> | E | Director of People and OD | 9.30am – 9.55am |
| 8. | RISK MANAGEMENT AND GOVERNANCE | | | |
| 8.1 | INTEGRATED RISK AND ASSURANCE REPORT <i>for discussion and assurance</i> | F | Medical Director | 9.55am – 10.15am |
| 9. | LLR STP AND UHL RECONFIGURATION PROGRAMME UPDATE <i>for assurance and discussion</i> | G | Director of Operational Finance | 10.15am – 10.35am |
| <i>5 minute comfort break</i> | | | | |
| 10. | QUALITY, PERFORMANCE AND FINANCE | | | |
| 10.1 | QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 25 October 2018 meeting for information, and approve any | H (to follow) | QOC Non-Executive Director Chair | 10.40am – 10.50am |

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| | recommended items. Formal minutes of that meeting will be submitted to the 6 December 2018 Trust Board. | | | |
| 10.2 | PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 25 October 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 6 December 2018 Trust Board. | I (to follow) | PPPC Non-Executive Director Chair | 10.50am – 11am |
| 10.3 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 25 October 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 6 December 2018 Trust Board. The financial performance report for month 6 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer. | J J1 | FIC Non-Executive Director Chair Director of Operational Finance | 11am – 11.20am |
| 11. | REPORTS FROM BOARD COMMITTEES | K1 - K3 | | 11.20am – 11.25am |
| 11.1 | QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 27 September 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board. | K1 | QOC Non-Executive Director Chair | |
| 11.2 | PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 27 September 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board. | K2 | PPPC Non-Executive Director Chair | |
| 11.3 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 27 September 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board. | K3 | FIC Non-Executive Director Chair | |
| 12. | CORPORATE TRUSTEE BUSINESS | | | 11.25am – 11.30am |
| 12.1 | CHARITABLE FUNDS COMMITTEE (CFC) To receive the 4 October 2018 CFC Minutes, and endorse any recommendations therein as Corporate Trustee. | L | CFC Non-Executive Director Chair | |
| 13. | TRUST BOARD BULLETIN – NOVEMBER 2018 | M (to follow) | - | - |
| 14. | QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING | - | Chairman | 11.30am – 11.35am |
| 15. | ANY OTHER BUSINESS | - | Chairman | 11.35am – 11.40am |
| 16. | DATE OF NEXT MEETING | - | - | |
| | The next Trust Board meeting will be held on Thursday 6 December 2018 from 9am in the Board Room, Victoria Building, Leicester Royal Infirmary. | - | Chairman | |
| 17. | 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 18-25). | - | - | |
| 18. | DECLARATIONS OF INTERESTS Members of the Trust Board and other persons attending are | - | Chairman | |

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| | 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. | | | |
| 19. | CONFIDENTIAL MINUTES To receive the confidential Minutes of the 4 October 2018 Trust Board meeting. <i>for approval</i> | N (to follow) | Chairman | - |
| 20. | MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i> | O (to follow) | Chairman | 11.40am – 11.45am |
| 21. | REPORT FROM THE DIRECTOR OF STRATEGY AND COMMUNICATIONS | P | Head of Partnerships and Business Development | 11.45am – 12.05pm |
| 22. | REPORT FROM THE DIRECTOR OF CORPORATE AND LEGAL AFFAIRS | Q | Director of Corporate and Legal Affairs | 12.05pm – 12.25pm |
| 23. | REPORTS FROM BOARD COMMITTEES | R1 – R6 | | 12.25pm – 12.40pm |
| 23.1 | QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 27 September 2018 QOC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board), and the confidential summary of the 25 October 2018 QOC (formal Minutes to be submitted to the 6 December 2018 Trust Board). | R1 & R2 (R2 to follow) | QOC Non-Executive Director Chair | |
| 23.2 | PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 27 September 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board and the confidential summary of the 25 October 2018 PPPC (formal Minutes to be submitted to the 6 December 2018 Trust Board). | R3 & R4 (R4 to follow) | PPPC Non-Executive Director Chair | |
| 23.3 | FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 27 September 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 4 October 2018 Trust Board), and the confidential summary of the 25 October 2018 FIC (formal Minutes to be submitted to the 6 December 2018 Trust Board). | R5 & R6 | FIC Non-Executive Director Chair | |
| 24. | CORPORATE TRUSTEE BUSINESS | | | 12.40pm – 12.45pm |
| 24.1 | CHARITABLE FUNDS COMMITTEE (CFC) To receive the 4 October 2018 CFC confidential Minutes, and endorse any recommendations therein as Corporate Trustee. | S | CFC Non-Executive Director Chair | |
| 25. | CONFIDENTIAL TRUST BOARD BULLETIN | - | - | - |
| 26. | ANY OTHER BUSINESS | - | Chairman | 12.45pm – 1pm |

Helen Stokes
Corporate and Committee Services Manager