

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 2 AUGUST 2018 FROM 9AM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY**

***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
<b>1.</b>	<b>APOLOGIES AND WELCOME</b>	-	<b>Chairman</b>	
	To receive apologies for absence, including Ms E Meldrum, Acting Chief Nurse. To welcome Ms H Wyton Director of People and OD, to the meeting.			-
<b>2.</b>	<b>DECLARATIONS OF INTERESTS</b>	-	<b>Chairman</b>	
	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.			-
<b>3.</b>	<b>MINUTES</b>			-
	To receive the Minutes of the 5 July 2018 Trust Board meeting. <i>For approval</i>	<b>A</b>	<b>Chairman</b>	-
<b>4.</b>	<b>MATTERS ARISING</b>			9am – 9.05am
	Action log from the Trust Board meeting. <i>For approval</i>	<b>B</b>	<b>Chairman</b>	
<b>5.</b>	<b>CHAIRMAN'S MONTHLY REPORT AUGUST 2018</b> <i>for discussion</i>	<b>C</b>	<b>Chairman</b>	9.05am – 9.10am
<b>6.</b>	<b>CHIEF EXECUTIVE'S MONTHLY REPORT AUGUST 2018</b> <i>for discussion</i>	<b>D</b>	<b>Chief Executive</b>	9.10am – 9.30am
<b>7.</b>	<b>KEY ISSUES FOR DISCUSSION/DECISION</b>			
7.1	<b>STAFF STORY</b> <i>for discussion</i>	<b>E</b>	<b>Director of People and OD</b>	9.30am – 9.55am
7.2	<b>REVALIDATION OFFICER'S ANNUAL REPORT 2017-18</b> <i>for approval</i>	<b>F</b>	<b>Medical Director/ Deputy Medical Director</b>	9.55am – 10.10am
<b>8.</b>	<b>RISK MANAGEMENT AND GOVERNANCE</b>			
8.1	<b>INTEGRATED RISK AND ASSURANCE REPORT</b> <i>for discussion and assurance</i>	<b>G</b>	<b>Medical Director</b>	10.10am – 10.20am
<i>5 minute comfort break</i>				
<b>9.</b>	<b>LLR STP AND UHL RECONFIGURATION</b>			
9.1	<b>LLR STP AND UHL RECONFIGURATION PROGRAMME</b> <i>for assurance and discussion</i>	<b>H</b>	<b>Chief Financial Officer/Director of Strategy and Communications</b>	10.20am – 10.35am

<b>10.</b>	<b>QUALITY, PERFORMANCE AND FINANCE</b>			
10.1	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the summary of the issues considered at the 26 July 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 6 September 2018 Trust Board.	<b>I</b> <b>(to follow)</b>	<b>QOC Non-Executive Director Chair</b>	10.35am – 10.45am
10.2	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the summary of the issues considered at the 26 July 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 6 September 2018 Trust Board.	<b>J</b> <b>(to follow)</b>	<b>PPPC Non-Executive Director Chair</b>	10.45am – 10.55am
10.3	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the summary of the issues considered at the 26 July 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 6 September 2018 Trust Board.  The <b>financial performance report for month 3</b> is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	<b>K</b>  <b>K1</b>	<b>FIC Non-Executive Chair</b>  <b>Chief Financial Officer</b>	10.55am – 11.05am  11.05am – 11.15am
<b>11.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>L1-L4</b>		11.15am – 11.20am
11.1	<b>AUDIT COMMITTEE</b> To receive the 6 July 2018 Audit Committee Minutes and endorse any recommendations therein.	<b>L1</b>	<b>Audit Committee Non-Executive Director Chair</b>	
11.2	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 28 June 2018 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 July 2018 Trust Board.	<b>L2</b>	<b>QOC Non-Executive Director Chair</b>	
11.3	<b>PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 28 June 2018 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 July 2018 Trust Board.	<b>L3</b>	<b>PPPC Non-Executive Director Chair</b>	
11.4	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 28 June 2018 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 5 July 2018 Trust Board.	<b>L4</b>	<b>FIC Non-Executive Director Chair</b>	
<b>12.</b>	<b>TRUST BOARD BULLETIN – AUGUST 2018</b>	<b>M</b>	-	-
<b>13.</b>	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>	-	<b>Chairman</b>	11.20am – 11.25am
<b>14.</b>	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	11.25am – 11.30am
<b>15.</b>	<b>DATE OF NEXT MEETING</b>	-		
	The next Trust Board meeting will be held on <b>Thursday 6 September 2018</b> from <b>9am</b> in <b>Rooms A &amp; B, Clinical Education Centre, Leicester General Hospital.</b>		<b>Chairman</b>	
<b>16.</b>	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> 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 17-24).			

17.	<b>DECLARATIONS OF INTERESTS</b> 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.			
18.	<b>CONFIDENTIAL MINUTES</b> To receive the confidential Minutes of the 5 and 12 July 2018 Trust Board meetings. <i>for approval</i>	<b>N &amp; N1 (to follow)</b>	<b>Chairman</b>	-
19.	<b>MATTERS ARISING</b> Confidential action log from the Trust Board. <i>for approval</i>	<b>O</b>	<b>Chairman</b>	11.30am – 11.35am
20.	<b>REPORT FROM THE CHIEF OPERATING OFFICER</b>	<b>P</b>	<b>Chief Operating Officer</b>	11.35am – 11.50am
21.	<b>REPORT FROM THE CHIEF FINANCIAL OFFICER</b>	<b>Q (to follow)</b>	<b>Chief Financial Officer</b>	11.50am – 12.20pm
22.	<b>REPORTS FROM BOARD COMMITTEES</b>	<b>R1 – R7</b>		12.20pm – 12.30pm
22.1	<b>AUDIT COMMITTEE</b> To receive the 6 July 2018 Audit Committee confidential Minutes, and endorse any recommendations therein.	<b>R1</b>	<b>Audit Committee Non-Executive Director Chair</b>	
22.2	<b>QUALITY AND OUTCOMES COMMITTEE (QOC)</b> To receive the 28 June 2018 QOC confidential Minutes (noting that any recommendations were approved at the 5 July 2018 Trust Board).	<b>R2</b>	<b>QOC Non-Executive Director Chair</b>	
22.3	<b>PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC)</b> To receive the 28 June 2018 PPPC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 5 July 2018 Trust Board and the confidential summary of the 26 July 2018 PPPC (formal Minutes to be submitted to the 6 September 2018 Trust Board).	<b>R3 &amp; R4</b>	<b>PPPC Non-Executive Director Chair</b>	
22.4	<b>FINANCE AND INVESTMENT COMMITTEE (FIC)</b> To receive the 28 June 2018 FIC confidential Minutes (noting that any recommendations were approved through the meeting summary presented to the 5 July 2018 Trust Board), and the confidential summary of the 26 July 2018 FIC (formal Minutes to be submitted to the 6 September 2018 Trust Board).	<b>R5 &amp; R6</b>	<b>FIC Non-Executive Director Chair</b>	
23.	<b>CONFIDENTIAL TRUST BOARD BULLETIN</b>	<b>S</b>	-	-
24.	<b>ANY OTHER BUSINESS</b>	-	<b>Chairman</b>	-

Helen Stokes  
Corporate and Committee Services Manager