

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

MINUTES OF AN EXTRAORDINARY MEETING OF THE TRUST BOARD HELD ON FRIDAY 30 MARCH 2012 AT 10AM IN ROOMS 1A & 1B, GWENDOLEN HOUSE, LEICESTER GENERAL HOSPITAL SITE

Present:

Mr M Hindle – Trust Chairman
Ms K Bradley – Director of Human Resources
Dr K Harris – Medical Director
Mrs S Hinchliffe – Chief Operating Officer/Chief Nurse
Mrs K Jenkins – Non-Executive Director
Mr R Kilner – Non-Executive Director
Mr M Lowe-Lauri – Chief Executive
Mr P Panchal – Non-Executive Director
Mr I Reid – Non-Executive Director
Mr A Seddon – Director of Finance and Procurement
Mr D Tracy – Non-Executive Director
Professor D Wynford-Thomas – Non-Executive Director

In attendance:

Ms H Stokes – Senior Trust Administrator
Dr A Tierney – Director of Strategy
Mr S Ward – Director of Corporate and Legal Affairs
Mr M Wightman – Director of Communications and External Relations

ACTION

79/12 APOLOGIES

Apologies for absence were received from Ms J Wilson, Non-Executive Director.

80/12 DECLARATIONS OF INTERESTS

There were no declarations of interests relating to the items being discussed.

81/12 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the Trust Board members and public attendees that UHL's Annual Operational Plan 2012-13 (paper A) would not be presented today for approval, in light of further work undertaken (since its circulation) to reflect comments by the Trust's Finance and Performance Committee, Governance and Risk Management Committee, and Commissioners. It was therefore proposed to defer approval of the 2012-13 Plan until the 5 April 2012 Trust Board meeting to allow further time for finalisation. Although apologising that the Plan was not being presented for approval today, the Chairman advised members and public attendees that public queries would be taken at this meeting, with full discussion then on the updated version at the 5 April 2012 Trust Board meeting – this approach was now endorsed by the Trust Board accordingly.

EDs

In response to the invitation for public queries, the following questions/comments were received from Mr D Gorrod, LINKs:-

- (a) (although recognising the prescribed template of the document, and commenting on its well-written nature) his disappointment that references to patient and public involvement

(PPI) were included relatively late in the Plan, towards the end. He also queried how delivery of the Plan would be monitored, which was a key concern for the public and patients. In response to the latter point, the Trust Chairman advised that progress against the Plan would be rigorously scrutinised through the 3 of the Board's own Committees (Finance and Performance Committee, GRMC, Audit Committee), supplemented by the data within the monthly quality finance and performance reports presented to the Trust Board. The invitation at each Trust Board for public questions was also an opportunity to monitor progress. In respect of PPI, the Director of Communications and External Relations recognised the point made by Mr Gorrod and confirmed that in the latest iteration the Trust had already moved PPI issues to feature much earlier in the Annual Plan (on page 6, in fact) in recognition of their importance, and

- (b) a comment on his emailed request for the Trust to consider taking public questions after each individual Trust Board item, rather than in a dedicated section at the end of the public agenda. The Chairman reiterated the rationale for this approach (as previously communicated to Mr Gorrod), noting his view that taking questions at the end allowed for them to reflect and be informed by the whole Trust Board debate. He would be very happy to receive further correspondence from Mr Gorrod, however, identifying any instances where this approach had left insufficient time at the end of the meeting for public questions.

Resolved – that following further update work currently underway, the finalised Annual Operational Plan 2012-13 be submitted to the 5 April 2012 Trust Board for approval.

EDs

82/12 MINUTES AND MATTERS ARISING

Resolved – that the Minutes of (and matters arising from) the meeting of 1 March 2012 be submitted to the Trust Board on 5 April 2012.

STA

83/12 ANNUAL OPERATIONAL PLAN 2012-13

As discussed in Minute 81/12 above, an updated iteration of the Trust's Annual Operational Plan for 2012-13 would be submitted to the 5 April 2012 Trust Board for approval.

EDs

Resolved – that the 2012-13 UHL Annual Operational Plan be submitted to the 5 April 2012 Trust Board for approval.

EDs

84/12 DEFINITION OF "SENIOR EMPLOYEE" – DECLARATIONS OF INTERESTS FOR THE ANNUAL ACCOUNTS

Paper B from the Director of Finance and Procurement sought Trust Board agreement on the definition of 'key management personnel' for the disclosure of related party transactions in the 2011-12 final accounts. Subject to the addition of the Chief Information Officer, the Trust Board approved the definition of key management personnel as outlined in the report.

DFP

Resolved – that the following definition of key management personnel (including the CIO) be approved for the disclosure of related party transactions in the 2011-12 annual accounts:-

DFP

- UHL Chairman;
- Chief Executive;
- All Non-Executive Directors;
- Executive Board Directors;
- All Associate Directors;

- All Divisional Directors;
- Director of Safety and Risk;
- Director of Clinical Quality;
- Chief Information Officer;
- Director of Nursing;
- Head of Facilities and Estates;
- Transformation Director, and
- Head of Operations.

85/12 REVALUATION OF THE UHL ESTATE 2011-12

Paper C sought Trust Board approval to adopt the independent valuation of the Trust's land and buildings as at 31 March 2012, as carried out by G Eve in accordance with modern equivalent asset value principles. As also reported to the 28 March 2012 Finance and Performance Committee, the independent valuation indicated a reduction in UHL land and building values of 18% (£11.2m) and 12% (£35.6m) respectively and would be represented in the accounts as a technical item (a below the line impairment not affecting the annual control total). The Trust would benefit from a PDC dividend of £1.6m per annum (£0.8m part-year effect in 2011-12). In her capacity as Audit Committee Chair, Ms K Jenkins Non-Executive Director confirmed that she had no comments on the revaluation exercise (which would be reviewed every 3 years), other than welcoming its thoroughness.

Resolved – that the results of the independent valuation of UHL land and buildings be approved as detailed in paper C.

86/12 QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING

Resolved – it be noted that there were no further public questions beyond those in Minute 81/12 above.

87/12 DATE OF NEXT MEETING

Resolved – that the next Trust Board meeting be held on Thursday 5 April 2012 at 10am in Rooms 1A & 1B, Gwendolen House, Leicester General Hospital site.

88/12 EXCLUSION OF THE PRESS AND PUBLIC

Resolved – that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and members of the public be excluded during consideration of the following items of business (Minutes 89/12 – 93/12), having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.

89/12 DECLARATION OF INTERESTS

There were no declarations of interests relating to the confidential items being discussed.

90/12 CONFIDENTIAL MINUTES AND MATTERS ARISING

Resolved – that the confidential Minutes of (and matters arising from) the meeting of 1 March 2012 be submitted to the Trust Board on 5 April 2012.

STA

91/12 REPORT BY THE CHIEF EXECUTIVE

Resolved – that this Minute be classed as confidential and taken in private accordingly, on the grounds that public consideration at this stage could be prejudicial to the effective conduct of public affairs.

92/12 ANY OTHER BUSINESS

92/12/1 Report by the Chief Executive

Resolved – that this Minute be classed as confidential and taken in private accordingly, on the grounds that public consideration at this stage could be prejudicial to the effective conduct of public affairs.

92/12/2 Comment by Mr P Panchal, Non-Executive Director

Resolved – that this Minute be classed as confidential and taken in private accordingly, on the grounds that public consideration at this stage could be prejudicial to the effective conduct of public affairs.

92/12/3 Comment by Ms K Jenkins, Non-Executive Director

Resolved – that this Minute be classed as confidential and taken in private accordingly, on the grounds that public consideration at this stage could be prejudicial to the effective conduct of public affairs.

93/12 MEETING EVALUATION

Resolved – that any evaluation comments be provided to the Trust Chairman outside the meeting.

ALL

The meeting closed at 11.45am

Helen Stokes
Senior Trust Administrator