

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 27 SEPTEMBER 2012 FROM 10AM AT THE
PEEPUL CENTRE, ORCHARDSON AVENUE, LEICESTER LE4 6DP***

AGENDA

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

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES FOR ABSENCE AND WELCOME To receive apologies for absence, including Mr D Tracy, Non-Executive Director, Mr J Clarke, Acting Director of IM&T and Dr A Tierney, Director of Strategy. To welcome the Divisional Directors for the Acute Care and Clinical Support Divisions to the meeting.	-	Chairman	-
2.	DECLARATION 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.	CHAIRMAN'S ANNOUNCEMENTS	-	Chairman	10am – 10.02am
4.	MINUTES			
	Minutes of the 30 August 2012 meeting. <i>For approval</i>	A	Chairman	10.02am – 10.03am
5.	MATTERS ARISING			
	Matters arising from the 30 August 2012 meeting. <i>For approval</i>	B	Chairman	10.03am – 10.10am
6.	MONTHLY REPORT FROM THE INTERIM CHIEF EXECUTIVE – SEPTEMBER 2012 UPDATE <i>For discussion</i>	C	Interim Chief Executive	10.10am – 10.15am
7.	QUALITY AND SAFETY			
7.1	SAFE AND SUSTAINABLE – CHILDREN'S CARDIAC SURGERY SERVICES CLINICAL CASE UPDATE <i>For assurance and decision</i>	verbal	Medical Director	10.15am – 10.30am
7.2	THEMATIC REVIEW OF UHL "NEVER EVENTS" <i>For approval</i>	D	Medical Director	10.30am – 10.50am
7.3	EMERGENCY CARE MONTHLY UPDATE <i>For assurance.</i>	E	Chief Nurse and Deputy Chief Executive	10.50am – 11.10am

7.4	FT UPDATE <i>For assurance</i>	F	Interim Chief Executive	11.10am – 11.25am
7.5	MONTH 5 QUALITY AND PERFORMANCE REPORT INCLUDING THE PROVIDER MANAGEMENT REGIME RETURN <i>For assurance and approval of the PMR</i>	G – I	Executive Directors	11.25am – 12.10pm
7.5.1	Consideration of this item will be structured as follows:- The Non-Executive Director Chairs of the GRMC, Finance and Performance Committee, and Workforce and Organisational Development Committee will be invited to comment verbally on the month 5 position, as considered at their meetings on 24 and 26 September 2012 respectively (Ms J Wilson, Non-Executive Director and Workforce and Organisational Development Committee Chair to report on the GRMC discussions, in the absence of Mr D Tracy). Minutes of their Committee meetings held on 20 and 29 August 2012 respectively are also attached for noting and endorsement of any recommendations.		GRMC, Finance and Performance Committee, Workforce and Organisational Development Committee Non-Executive Director Chairs	
7.5.2	Lead Executive Directors (Chief Nurse and Deputy Chief Executive, Medical Director, Director of Human Resources and Director of Finance and Business Services) will then be invited to comment on their respective sections of the month 5 report.		Executive Directors	
7.5.3	All Trust Board members will then be invited to make any further comments/queries on the month 5 report.		All Trust Board members	
7.5.4	Interim Chief Executive will invite the Trust Board to consider and approve the Provider Management Regime return, as contained within the month 5 quality and performance report.		Interim Chief Executive	
8.	RISK			
8.1	STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK <i>For discussion and assurance</i>	J	Medical Director	12.10pm – 12.30pm
9.	REPORTS FROM BOARD COMMITTEES			-
9.1	AUDIT COMMITTEE Minutes of the 4 September 2012 meeting. <i>For noting and approval of any recommendations.</i>	K	Audit Committee Chair	
9.2	RESEARCH AND DEVELOPMENT COMMITTEE To note the cancellation of the 10 September 2012 Research and Development Committee meeting.	-	-	
9.3	WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE Minutes of the 17 September 2012 meeting will be	-	-	

	submitted to the 25 October 2012 Trust Board.			
10.	CORPORATE TRUSTEE BUSINESS			-
10.1	CHARITABLE FUNDS COMMITTEE Minutes of the 14 September 2012 meeting will be submitted to the October 2012 Trust Board. A list of items discussed is attached for information.	L	Charitable Funds Committee Chairman	
11.	TRUST BOARD BULLETIN – SEPTEMBER 2012	M	-	-
12.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	12.30pm – 12.50pm
13.	ANY OTHER BUSINESS	-	Chairman	12.50pm – 12.55pm
14.	DATE OF NEXT MEETING AND MEETING DATES FOR 2013	N		-
	Thursday 25 October 2012 from 10am (Peepul Centre, Orchardson Road, Leicester LE4 6DP).	-		
15.	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 16-25).			
16.	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 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.			
17.	CONFIDENTIAL MINUTES Confidential Minutes of the 30 August 2012 meeting. <i>For approval</i>	O	Chairman	1.15pm – 1.16pm
18.	MATTERS ARISING Confidential matters arising from the 30 August 2012 meeting. <i>For approval</i>	P	Chairman	1.16pm – 1.20pm
19.	REPORT FROM THE MEDICAL DIRECTOR	Q	Medical Director and Associate Medical Director	1.20pm – 1.50pm
20.	REPORT FROM THE INTERIM CHIEF EXECUTIVE	R	Interim Chief Executive	1.50pm – 2pm

21.	REPORTS FROM THE DIRECTOR OF FINANCE AND BUSINESS SERVICES	S– S2	Director of Finance and Business Services	2pm – 2.25pm
22.	REPORTS FROM BOARD COMMITTEES			2.25pm – 2.27pm
22.1	AUDIT COMMITTEE Confidential Minutes of the 4 September 2012 meeting. <i>For noting and endorsement of any recommendations.</i>	T	Audit Committee Chair	
22.2	GOVERNANCE AND RISK MANAGEMENT COMMITTEE Confidential Minutes of the 20 August 2012 meeting. GRMC Chair to report verbally on the 24 September 2012 meeting. <i>For noting and endorsement of any recommendations.</i>	U	GRMC Chair	
22.3	REMUNERATION COMMITTEE Confidential Minutes of the 30 August 2012 meeting. Confidential Minutes of the 19 September 2012 meeting will be submitted to the October 2012 Trust Board. <i>For noting and endorsement of any recommendations.</i>	V	Remuneration Committee Chairman	
23.	CORPORATE TRUSTEE BUSINESS			2.27pm – 2.28pm
23.1	CHARITABLE FUNDS COMMITTEE Confidential Minutes of the 14 September 2012 Charitable Funds Committee will be submitted to the October 2012 Trust Board. Charitable Funds Committee Chair to report verbally on the 14 September 2012 meeting.			
24.	ANY OTHER BUSINESS	-	Chairman	2.28pm – 2.29pm
25.	MEETING EVALUATION	-	Chairman	2.29pm – 2.30pm

Helen Stokes
Senior Trust Administrator