

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

Trust Board Bulletin – 5 April 2012

The following reports are attached to this Bulletin as items for noting, and are circulated to UHL Trust Board members and recipients of public Trust Board papers accordingly:-

- **2012 Trust Board declarations of interest.** Lead contact point – Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8615) – **paper 1**, and
- **Quarterly report on sealings.** Lead contact point – Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8615) – **paper 2**.

It is intended that these papers will not be discussed at the formal Trust Board meeting on 5 April 2012, unless members wish to raise specific points on the reports.

This approach was agreed by the Trust Board on 10 June 2004 (point 7 of paper Q). Any queries should be directed to the specified lead contact point in the first instance. In the event of any further outstanding issues, these may be raised at the Trust Board meeting with the prior agreement of the Chairman.

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT TO: TRUST BOARD

DATE: 5 APRIL 2012

REPORT BY: DIRECTOR OF CORPORATE AND LEGAL AFFAIRS

SUBJECT: DECLARATIONS OF INTERESTS – ANNUAL UPDATE
(2012-13)

Proformas for the annual update of Trust Board declarations of interests have been circulated to all Trust Board members, and also to the Director of Strategy, Director of Communications and External Relations, and Director of Corporate and Legal Affairs. Details received to date are set out below.

The Trust Board is invited to receive and note this report.

NAME	POSITION	INTEREST(S) DECLARED
Mr M Hindle	Trust Chairman	Board member, Health Protection Agency, and Chair of its Finance Committee. Member of the Advisory Board, University of Bradford Business School. Son is a partner in Beachcroft LLP, who provide legal advice to the Trust (not directly involved).
Mrs K Jenkins	Non-Executive Director	Employee of Egg Banking plc (which is a part of Citigroup).
Mr R Kilner	Non-Executive Director	Director of Deltex Consulting Ltd; Member of the Patient Participation Group for Countesthorpe Health Centre.
Mr P Panchal	Non-Executive Director	Board member of the Akwaaba Ayeh Mental Health Project; Company Secretary of the Leicestershire Ethnic Minority Partnership Ltd (charity).
Mr I Reid	Non-Executive Director	Poppy Day Collector for the Royal British Legion; Trustee of Bitteswell United Charities.
Mr D Tracy	Non-Executive Director	Lay member and Chairman of the Insolvency Practices Council.
Ms J Wilson	Non-Executive Director	Board Chair, Leicestershire and Rutland Probation Trust.

Professor D Wynford-Thomas	Non-Executive Director	Trustee, Hope Against Cancer (cancer charity, Leicester); Dean of the University of Leicester Medical School and Pro-Vice Chancellor
Mr M Lowe-Lauri	Chief Executive	Trustee, Thomas Cook Children's Charity; Member, NIHR Advisory Board; Member, Life Science Innovation Delivery Board; Member, HEFCE Health Education Advisory Committee; Member, Kings Fund Advisory Board Member, Strategic Advisory Board, Loughborough University; Chair, East Midlands Collaboration in Management Sciences; Chair, Kings College Hospital Scientific Advisory Board PSSQ; Chair, NIHR Industry Forum Members, East Midlands Health Science Cluster
Ms K Bradley	Director of Human Resources	None to declare
Dr K Harris	Medical Director	Member (MD) of the NICE Interventional Procedures Advisory Panel
Mrs S Hinchliffe	Chief Operating Officer/Chief Nurse	None to declare
Dr A Tierney	Director of Strategy	None to declare
Mr A Seddon	Director of Finance and Procurement	Spouse is an equity partner at Morgan Cole Solicitors who do business with the NHS (none to date with UHL)
Mr S Ward	Director of Corporate and Legal Affairs (post acts as adviser to the Board as of January 2007)	None to declare
Mr M Wightman	Director of Communications and External Relations (post acts as adviser to the Board as of January 2007)	None to declare

Stephen Ward
Director of Corporate and Legal Affairs

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT TO: TRUST BOARD
DATE: 5 APRIL 2012
REPORT BY: DIRECTOR OF CORPORATE AND LEGAL AFFAIRS
SUBJECT: SEALING OF DOCUMENTS

1. The Trust's Standing Orders (Standing Order 12) set out the approved arrangements for custody of the Trust's seal and the sealing of documents.
2. Appended to this report is a table setting out details of the Trust sealings for the 2011-12 financial year to date (by quarter).
3. The Trust Board is invited to receive and note this information.
4. Reports on Trust sealings will continue to be submitted to the Trust Board on a quarterly basis.

Stephen Ward
Director of Corporate and Legal Affairs

List of Trust Sealings for Quarter 3, 2011/12

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
10/10/11	Replacement of an Existing Cold Room Installation Food Preparation Area, LRI (Chiller)	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	2 Originals handed to Andrew Powell, Acting Head of Facilities (10/10/11)
21/11/11	Refurbishment works to Ward 8 at LRI, following fire damage	Trust Board – 6/10/11 283/11	Chairman/ Assistant Director – Head of Legal Services	To be collected by Andy Powell, Assistant Head of Facilities
21/11/11	Lease of property at LRI to UNS Group Ltd (T/A WH Smith)	Trust Board – 3/3/11 66/11/4	Chairman/ Assistant Director – Head of Legal Services	To be collected by Andy Powell, Assistant Head of Facilities

List of Trust Sealings for Quarter 4, 2011/12

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
16/01/12	Essential works, Wards 5&6, LGH	Trust Board – 17/04/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	To be collected by Mark Starling, Assistant Director of Facilities
16/01/12	Deed of Variation relating to essential works 5&6, LGH	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	To be collected by Mark Starling, Assistant Director of Facilities
16/01/12	Essential works, Theatres 9A/9B, LGH	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	To be collected by Mark Starling, Assistant Director of Facilities
16/01/12	Essential works, Ward 11, LGH	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	To be collected by Mark Starling, Assistant Director of Facilities

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16/01/12	Essential works, Ward 26, LGH	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	To be collected by Mark Starling, Assistant Director of Facilities
17/02/12	Lease of property at LRI to Lloyds Pharmacy Ltd.	Trust Board – 1/12/11 343/11/1	Chairman/ Assistant Director – Head of Legal Services	Originals handed to R. Gillingwater
17/02/12	Lease of property at LGH to Lloyds Pharmacy Ltd	Trust Board – 1/12/11 343/11/1	Chairman/ Assistant Director – Head of Legal Services	Originals handed to R. Gillingwater