

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 5 JANUARY 2012 FROM 10AM IN ROOMS 1A & 1B, GWENDOLEN HOUSE, LEICESTER GENERAL HOSPITAL SITE*

AGENDA

***Please take papers as read**

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	-	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			10.02am – 10.03am
	Minutes of the meeting held on 1 December 2011. <i>For approval</i>	A	Chairman	
5.	MATTERS ARISING			10.03am – 10.05am
	Matters arising from the meeting held on 1 December 2011. <i>For approval</i>	B	Chairman	
5.1	<u>Co-location of Interdependent Specialist Children's Services (Minute 331/11/1) for information</u>	verbal	Director of Strategy	10.05am – 10.15am
5.2	<u>Management of Sickness Absence – Update (Minute 331/11/2) for information</u>	verbal	Director of Human Resources	10.15am – 10.30am
6.	MONTHLY REPORT FROM THE CHIEF EXECUTIVE – JANUARY 2012 for discussion	C	Chief Executive	10.30am – 10.35am
7.	QUALITY, FINANCE AND PERFORMANCE			
7.1	QUALITY AND PERFORMANCE REPORT (MONTH 8) For discussion and assurance	D	Chief Operating Officer/Chief Nurse	10.35am – 11.05am
7.2	ED PERFORMANCE INCLUDING THE LLR FLASH REPORT For discussion and assurance	E	Chief Operating Officer/Chief Nurse	11.05am – 11.25am
7.3	PROGRESS AGAINST THE 2011-12 STABILISATION TO TRANSFORMATION PLAN	F (to follow)	Director of Finance and Procurement	11.25am – 11.45am

	<i>For discussion and assurance</i>			
7.4	FINANCE AND PERFORMANCE COMMITTEE Minutes of the meeting held on 24 November 2011 and cover sheet detailing the issues discussed at the meeting held on 4 January 2012 (formal Minutes to the 2 February 2012 Trust Board). <i>For noting and endorsement of any recommendations</i>	G & G1	Finance and Performance Committee Chair	11.45am – 11.46am
8.	RISK			
8.1	STRATEGIC RISK REGISTER/BOARD ASSURANCE FRAMEWORK <i>For discussion and assurance</i>	H	Medical Director	11.46am – 12.06pm
9.	REPORTS FROM BOARD COMMITTEES			12.06pm – 12.11pm
9.1	AUDIT COMMITTEE Draft Minutes of the 15 November 2011 Audit Committee meeting. <i>For noting and endorsement of any recommendations</i>	I	Audit Committee Chair	
9.2	GOVERNANCE AND RISK MANAGEMENT COMMITTEE Minutes of the 25 November 2011 meeting and cover sheet detailing the issues discussed at the meeting held on 4 January 2012 (formal Minutes to the 2 February 2012 Trust Board). <i>For noting and endorsement of any recommendations</i>	J & J1	GRMC Chair	
9.3	RESEARCH AND DEVELOPMENT COMMITTEE Minutes of the 5 December 2011 Research and Development Committee meeting. <i>For noting and endorsement of any recommendations</i>	K	Research and Development Committee Chair	
9.4	WORKFORCE AND ORGANISATIONAL DEVELOPMENT COMMITTEE Cover sheet detailing the issued discussed at the meeting held on 19 December 2011 (formal Minutes to the 2 February 2012 Trust Board). <i>For noting</i>	L	Workforce and Organisational Development Committee Chair	
10.	CORPORATE TRUSTEE BUSINESS			
10.1	CHARITABLE FUNDS ANNUAL ACCOUNTS 2010-11 <i>For approval as Corporate Trustee</i>	M	Director of Finance and Procurement	12.11pm – 12.26pm
11.	TRUST BOARD BULLETIN – JANUARY 2012 <i>No papers circulated.</i>	-	-	
12.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING		Chairman	12.26pm – 12.46pm
13.	ANY OTHER BUSINESS		Chairman	12.46pm – 12.50pm
14.	DATE OF NEXT MEETING			
	Thursday 2 February 2012 at 10am in Rooms 1A &			

	1B, Gwendolen House, Leicester General Hospital site.			
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 16-26).			
Comfort break – 10 minutes				
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 meeting held on 1 December 2011. <i>For approval</i>	N	Chairman	1pm – 1.01pm
18.	MATTERS ARISING Confidential matters arising from the meeting held on 1 December 2011. <i>For approval</i>	O	Chairman	1.01pm – 1.05pm
18.1	<u>Report from the Director of Human Resources (Minute 342/11/1)</u> Director of Human Resources to report verbally.	Verbal	Director of Human Resources	1.05pm – 1.15pm
19.	REPORT FROM THE DIRECTOR OF FINANCE AND PROCUREMENT	P (to follow)	Director of Finance and Procurement	1.15pm – 1.55pm
20.	REPORT FROM THE CHIEF OPERATING OFFICER/ CHIEF NURSE	Verbal	Chief Operating Officer/Chief Nurse	1.55pm – 2.10pm
21.	REPORT FROM THE DIRECTOR OF COMMUNICATIONS AND EXTERNAL RELATIONS	Q	Director of Communications and External Relations	2.10pm – 2.30pm
22.	REPORT FROM THE DIRECTOR OF STRATEGY	R	Director of Strategy	2.30pm – 2.45pm
23.	CONFIDENTIAL TRUST BOARD BULLETIN	S	-	-
24.	REPORTS FROM BOARD COMMITTEES			2.45pm – 2.48pm
24.1	AUDIT COMMITTEE Draft confidential Minutes of the 15 November 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	T	Audit Committee Chair	

24.2	FINANCE AND PERFORMANCE COMMITTEE Confidential Minutes of the 24 November 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	U	Finance and Performance Committee Chair	
24.3	GRMC Confidential Minutes of the 25 November 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	V	GRMC Chair	
24.4	REMUNERATION COMMITTEE Confidential Minutes of the 3 November 2011 meeting. <i>For noting and endorsement of any recommendations.</i>	W	UHL Chair	
25.	ANY OTHER BUSINESS	-	Chairman	2.48pm – 2.50pm
26.	MEETING EVALUATION	-	Chairman	2.50pm – 2.55pm

Helen Stokes
Senior Trust Administrator