

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**MEETING TO BE HELD ON THURSDAY 1 OCTOBER 2015 FROM 9AM IN SEMINAR ROOMS A & B, EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

**Public meeting commences at 9am**

**AGENDA**

***Please take papers as read***

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	<b>APOLOGIES AND WELCOME</b>	-	Chairman	
	To receive apologies for absence, including Ms K Shields, Director of Strategy, and to welcome Dr N Sanganee, CCG representative.			-
2.	<b>DECLARATIONS OF INTERESTS</b>	-	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.	<b>MINUTES</b>			
	Minutes of the 3 September 2015 Trust Board meeting. <i>For approval</i>	<b>A</b>	Chairman	-
4.	<b>MATTERS ARISING</b>			
	Action log from the 3 September 2015 meeting. <i>For approval</i>	<b>B</b>	Chairman	9am – 9.10am
5.	<b>CHAIRMAN'S MONTHLY REPORT OCTOBER 2015</b> <i>For discussion</i>	<b>C</b>	Chairman	9.10 – 9.20am
6.	<b>CHIEF EXECUTIVE'S MONTHLY REPORT OCTOBER 2015</b> <i>For discussion</i>	<b>D</b> (to follow)	Chief Executive	9.20 – 9.35am
7.	<b>KEY ISSUES FOR DECISION/DISCUSSION</b>			
7.1	<b>PATIENT STORY</b> <i>for discussion</i>	<b>E</b>	Chief Nurse	9.35 – 10am
7.2	<b>STRATEGY UPDATE – UHL RECONFIGURATION PROGRAMME</b> <i>for discussion and assurance</i>	<b>F</b>	Ms E Wilkes, UHL BCT programme Director & Ms H Seth, Head of Partnerships	10 – 10.15am
7.3	<b>LLR BETTER CARE TOGETHER PROGRAMME UPDATE</b> <i>for discussion and assurance</i>	<b>G</b>	Ms E Wilkes, UHL BCT programme Director & Ms H Seth, Head of	10.15 – 10.30am

			<b>Partnerships</b>	
7.4	<b>EMERGENCY CARE PERFORMANCE AND WINTER CONTINGENCY PLAN</b> <i>for discussion and assurance</i>	<b>H</b>	<b>Chief Operating Officer</b>	10.30 – 10.45am
7.5	<b>UHL RISK REPORT INCORPORATING THE BOARD ASSURANCE FRAMEWORK</b> <i>for discussion and approval</i>	<b>I</b>	<b>Acting Medical Director</b>	10.45 – 11am
<i>Comfort break</i>				
<b>8.</b>	<b>RESEARCH &amp; INNOVATION</b>			
8.1	<b>RESEARCH &amp; INNOVATION QUARTERLY REPORT</b> <i>for assurance</i>	<b>J</b>	<b>Acting Medical Director</b>	11.10 – 11.20am
8.2	<b>EAST MIDLAND CLINICAL RESEARCH NETWORK – 6-MONTHLY UPDATE</b> <i>for assurance</i>	<b>K</b>	<b>Acting Medical Director. CRN Director to attend</b>	11.20 – 11.30am
<b>9.</b>	<b>WORKFORCE AND ORGANISATIONAL DEVELOPMENT</b>			
9.1	<b>WORKFORCE AND OD QUARTERLY UPDATE</b> <i>for assurance</i>	<b>L</b>	<b>Director of Workforce and OD</b>	11.30 – 11.40am
<b>10.</b>	<b>QUALITY, PERFORMANCE AND GOVERNANCE</b>			
10.1	<b>AUDIT COMMITTEE</b> To receive a summary of the key public issues discussed at the 17 September 2015 Audit Committee. The formal Minutes will be presented to the Trust Board on 5 November 2015.	<b>M</b>	<b>Audit Committee Chair</b>	11.40 – 11.45am
10.2	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive a summary of the key issues considered at the 24 September 2015 meeting. The formal Minutes will be presented to the Trust Board on 5 November 2015.	<b>N</b>	<b>QAC Chair</b>	11.45 – 11.50am
10.3	<b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive a summary of the key issues considered at the 24 September 2015 meeting. The formal Minutes will be presented to the Trust Board on 5 November 2015.	<b>O</b>	<b>IFPIC Chair</b>	11.50 – 11.55am
10.4	<b>2015-16 MONTH 5 FINANCIAL POSITION</b> <i>For discussion and assurance</i>	<b>P</b>	<b>Chief Financial Officer</b>	11.55 – 12.05pm
10.5	<b>2015-16 FINANCIAL RECOVERY PLAN</b> <i>for discussion and assurance</i>	<b>Q</b>	<b>Chief Financial Officer</b>	12.05 – 12.20pm
<b>11.</b>	<b>REPORTS FROM BOARD COMMITTEES</b>			12.20 – 12.25pm
11.1	<b>QUALITY ASSURANCE COMMITTEE (QAC)</b> To receive the Minutes of the 27 August 2015 meeting for noting and endorsement of any recommendations.	<b>R</b>	<b>Col (Ret'd) I Crowe, Non-Executive Director</b>	
11.2	<b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive the Minutes of the 27 August 2015 meeting for noting and endorsement of any recommendations.	<b>S</b>	<b>IFPIC Chair</b>	
<b>12.</b>	<b>TRUST BOARD BULLETIN – OCTOBER 2015</b>	<b>T</b>	-	-

13.	<b>QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING</b>		Chairman	12.25 – 12.30pm
14.	<b>ANY OTHER BUSINESS</b>		Chairman	12.30 – 12.35pm
15.	<b>DATE OF NEXT MEETING</b>			-
	The next <b>Trust Board meeting</b> will be held on <b>Thursday 5 November 2015</b> from <b>9am</b> in the C J Bond Room, Clinical Education Centre, Leicester Royal Infirmary.			
16.	<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).			
<b>Working lunch</b>				
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 3 September 2015 Trust Board meeting. <i>For approval</i>	<b>U</b>	Chairman	-
19.	<b>MATTERS ARISING</b> Confidential action log from the 3 September 2015 Trust Board meeting. <i>For approval</i>	<b>V</b>	Chairman	12.35 – 12.40pm
20.	<b>JOINT REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES AND THE DIRECTOR OF WORKFORCE AND ORGANISATIONAL DEVELOPMENT</b> <i>Commercial in confidence</i>	<b>W &amp; W1</b>	Director of Estates and Facilities/Director of Workforce and OD	12.40 – 1.20pm
21.	<b>REPORT FROM THE CHIEF FINANCIAL OFFICER</b> <i>Commercial in confidence</i>	<b>X</b>	Chief Financial Officer	1.20 – 1.30pm
22.	<b>REPORT FROM THE HEAD OF PARTNERSHIPS</b> <i>commercial in confidence</i> <b>Report withdrawn</b>	<b>Y</b> (to follow)	Head of Partnerships	-
23.	<b>REPORTS FROM BOARD COMMITTEES</b>			1.30- 1.35pm
23.1	<b>AUDIT COMMITTEE</b> To receive a summary of the confidential discussions from the 17 September 2015 meeting. Formal Minutes will be presented to the 5 November 2015 Trust Board.	<b>Z</b>		
23.2	<b>INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC)</b> To receive a summary of the key confidential issues	<b>AA</b>		

	considered at the 24 September 2015 meeting. The formal Minutes will be presented to the Trust Board on 5 November 2015.			
23.3	<b>REMUNERATION COMMITTEE</b> To receive the confidential Minutes of the 3 September 2015 meeting, for noting and endorsement. <i>Personal data</i>	<b>BB</b>	<b>Trust Chairman</b>	
<b>24.</b>	<b>ANY OTHER BUSINESS</b>		<b>Trust Chairman</b>	1.35 – 1.40pm

Helen Stokes  
**Senior Trust Administrator**