

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

**MEETING TO BE HELD ON THURSDAY 7 MAY 2015 FROM 9AM IN SEMINAR ROOMS A & B,
CLINICAL EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

Public meeting commences at 9am

AGENDA

Please take papers as read

Item no.	Item	Paper ref:	Lead	Discussion time
1.	APOLOGIES	-	Chairman	
	To receive apologies for absence from Ms K Shields, Director of Strategy.			-
2.	DECLARATIONS 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.	MINUTES			
	Minutes of the 2 April 2015 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the 2 April 2015 meeting. <i>For approval</i>	B	Chairman	9am – 9.05am
5.	CHAIRMAN'S MONTHLY REPORT MAY 2015 <i>For discussion and approval</i>	C	Chairman	9.05am – 9.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT MAY 2015 <i>For discussion and approval</i>	D	Chief Executive	9.10am – 9.20am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	PATIENT STORY <i>For discussion</i>	E	Acting Chief Nurse	9.20am – 9.35am
7.2	ANNUAL OPERATIONAL PLAN 2015-16 <i>For approval</i>	F	Head of Strategic Development (on behalf of Director of Strategy)	9.35am – 9.50am
7.3	FINAL FINANCIAL PLAN 2015-16 <i>For approval</i>	G	Director of Finance	9.50am – 10am
8.	EDUCATION			
8.1	QUARTERLY UPDATE ON MEDICAL EDUCATION ISSUES <i>For discussion and assurance</i>	H	Acting Medical Director	10am – 10.15am

9.	QUALITY AND PERFORMANCE			
9.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive a summary of the key issues considered at the 30 April 2015 meeting. The formal Minutes will be presented to the Trust Board on 4 June 2015.	I	QAC Chair	10.15am – 10.20am
9.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive a summary of the key issues considered at the 30 April 2015 meeting. The formal Minutes will be presented to the Trust Board on 4 June 2015.	J	IFPIC Chair	10.20am – 10.25am
9.3	QUALITY AND PERFORMANCE REPORT – MONTH 12 The Chief Executive to introduce his monthly overview of quality and performance and the relevant Lead Executive Directors (Acting Medical Director, Acting Chief Nurse, Chief Operating Officer and Acting Director of Human Resources) to be invited to comment by exception on their respective sections of the detailed report. <i>For discussion and assurance</i>	K	Chief Executive, Acting Medical Director, Acting Chief Nurse, Chief Operating Officer and Acting Director of Human Resources	10.25am – 10.40am
9.4	2014-15 MONTH 12 FINANCIAL POSITION <i>For discussion and assurance</i>	L	Director of Finance	10.40am – 10.50am
9.5	EMERGENCY CARE PERFORMANCE REPORT <i>For discussion and assurance</i>	M	Chief Operating Officer	10.50am – 11.05am
10.	GOVERNANCE			
10.1	UHL RISK REPORT INCORPORATING THE BOARD ASSURANCE FRAMEWORK <i>For discussion and approval</i>	N	Acting Medical Director	11.05am – 11.25am
11.	REPORTS FROM BOARD COMMITTEES			
11.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive the Minutes of the 26 March 2015 meeting for noting and endorsement of any recommendations.	O	QAC Chair	-
11.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the Minutes of the 26 March 2015 meeting for noting and endorsement of any recommendations.	P	IFPIC Chair	-
12.	CORPORATE TRUSTEE BUSINESS			
12.1	CHARITABLE FUNDS COMMITTEE To receive the Minutes of the 2 April 2015 meeting for noting and endorsement of any recommendations.	Q	Chairman	-
12.2	MEANINGFUL ACTIVITY SERVICE FOR PATIENTS WITH DEMENTIA <i>For approval</i>	R	Acting Chief Nurse	11.25am – 11.35am
13.	TRUST BOARD BULLETIN – MAY 2015	S	-	-
14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING		Chairman	11.35am – 11.45am
15.	ANY OTHER BUSINESS		Chairman	11.45am – 11.50am

16.	DATE OF NEXT MEETING			
	The next Trust Board meeting will be held on Thursday 4 June 2015 from 10am in the C J Bond Room, Clinical Education Centre, Leicester Royal Infirmary site.			-
17.	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 18-24).			-
10 minute comfort break (11.50am – 12noon)				
18.	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 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.			-
19.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 2 April 2015 Trust Board meeting. <i>For approval</i>	T	Chairman	-
20.	MATTERS ARISING Confidential action log from the 2 April 2015 Trust Board meeting. <i>For approval</i>	U	Chairman	12noon – 12.05pm
21.	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES <i>Commercial in confidence for assurance</i>	V	Director of Estates and Facilities	12.05pm – 12.45pm
22.	REPORTS FROM BOARD COMMITTEES			
22.1	QUALITY ASSURANCE COMMITTEE To receive the confidential Minutes of the 26 March 2015 meeting. <i>Personal data and prejudicial to the conduct of public affairs</i>	W	QAC Chair	-
22.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE To receive the confidential Minutes of the 26 March 2015 meeting and a summary of the confidential issues considered at the 30 April 2015 meeting (formal Minutes of the latter meeting will be presented to the Trust Board on 4 June 2015). <i>Prejudicial to the conduct of public affairs</i>	X & X1	IFPIC Chair	-
22.3	REMUNERATION COMMITTEE To receive the confidential Minutes of the 2 April 2015 meeting. <i>Personal data and prejudicial to the conduct of public affairs</i>	Y	Chairman	-
23.	CORPORATE TRUSTEE BUSINESS			
23.1	REPORT BY THE DIRECTOR OF MARKETING AND	Z	Director of Marketing and Communications	12.45pm – 12.55pm

	COMMUNICATIONS			
24.	ANY OTHER BUSINESS	-	Chairman	12.55pm – 1pm

Kate Rayns
Acting Senior Trust Administrator