

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 6 JULY 2017 FROM 10AM IN ROOMS 2 & 3, CLINICAL EDUCATION CENTRE, GLENFIELD HOSPITAL

Public meeting commences at 10am
AGENDA

***** Please take the papers as read *****

Item no.	Item	Paper ref:	Lead	Indicative timing
1.	APOLOGIES AND WELCOME	-	Chairman	
	To receive apologies for absence, including Mr A Furlong Medical Director and Ms J Smith Chief Nurse. To welcome Dr C Free Deputy Medical Director, Ms E Meldrum Acting Deputy Chief Nurse, and Mr T Lynch Interim Chief Operating Officer.			-
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 1 June 2017 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	10am – 10.05am
5.	CHAIRMAN'S MONTHLY REPORT JULY 2017 <i>for discussion</i>	C	Chairman	10.05am – 10.10am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT JULY 2017 <i>for discussion</i>	D	Chief Executive	10.10am – 10.25am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	EAST MIDLANDS CONGENITAL HEART CENTRE – UHL RESPONSE TO CONSULTATION DOCUMENT <i>for discussion and approval</i>	E (to follow)	Chief Executive/ Director of Communications, Integration and Engagement	10.25am – 10.40am
7.2	STAFF STORY <i>for discussion and assurance</i>	F	Director of Workforce and OD	10.40am – 10.55am
7.3	ANNUAL REPORT 2016-17 <i>for discussion and approval</i>	G	Director of Communications, Integration and Engagement	10.55am – 11am
7.4	EMERGENCY CARE AND EMERGENCY FLOOR UPDATE <i>for discussion and assurance</i>	H	Interim Chief Operating Officer/ Chief Financial Officer	11am – 11.15am
<i>Comfort break</i>				
8.	RISK MANAGEMENT			

8.1	INTEGRATED RISK REPORT INCLUDING NEW FORMAT BOARD ASSURANCE FRAMEWORK <i>for discussion and assurance</i>	I	Deputy Medical Director	11.20am – 11.30am
9.	LLR STP AND UHL RECONFIGURATION			
9.1	LLR STP AND UHL RECONFIGURATION PROGRAMME <i>for assurance and discussion</i>	Additional paper 1	Chief Financial Officer/Director of Communications, Integration and Engagement	11.30am – 11.35am
10.	EDUCATION, TRAINING AND STAFFING			
10.1	MULTIPROFESSIONAL EDUCATION AND TRAINING: 2016-17 QUARTER 1 UPDATE <i>for assurance and discussion</i>	J	Acting Deputy Chief Nurse/Director of Medical Education	11.35am – 11.45am-
10.2	PRESENTATION ON THE WORK OF THE DOCTORS IN TRAINING COMMITTEE <i>for assurance and discussion</i>	K	Acting Chair of the Doctors in Training Committee	11.45am - 11.55am
10.3	RESPONSIBLE OFFICER REVALIDATION AND APPRAISAL ANNUAL REPORT 2016-17 <i>for assurance and approval</i>	L	Deputy Medical Director (UHL Responsible Officer)	11.55am – 12noon
10.4	RESEARCH & INNOVATION 2017-18 - QUARTER 1 UPDATE	M	Deputy Medical Director/Director of Research & Innovation	12noon – 12.10pm
10.5	EAST MIDLANDS CLINICAL RESEARCH NETWORK 2017-18 QUARTER 1 UPDATE AND APPROVAL OF THE 2016-17 EMCRN ANNUAL DELIVERY REPORT <i>for assurance and approval</i>	N	EMCRN Clinical Director	12.10pm - 12.20pm
11.	QUALITY AND PERFORMANCE			12.20pm – 12.30pm
11.1	QUALITY ASSURANCE COMMITTEE (QAC) To receive the summary of the issues considered at the 29 June 2017 meeting for information. Formal minutes of that meeting will be submitted to the 3 August 2017 Trust Board.	O	Trust Chairman	
11.2	INTEGRATED FINANCE, PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the summary of the issues considered at the 29 June 2017 meeting for information. Formal minutes of that meeting will be submitted to the 3 August 2017 Trust Board.	P (to follow)	IFPIC Non-Executive Director Chair	
11.3	2017-18 FINANCIAL PERFORMANCE – MAY 2017 <i>for discussion and assurance</i>	Q	Chief Financial Officer	
12.	REPORTS FROM BOARD COMMITTEES			-
12.1	AUDIT COMMITTEE To receive the 26 May 2017 Audit Committee Minutes for noting and endorsement of any recommendations.	R	Audit Committee Non-Executive Director Chair	
12.2	QUALITY ASSURANCE COMMITTEE (QAC) To receive the 25 May 2017 QAC Minutes for noting and endorsement of any recommendations.	S	QAC Non-Executive Director Chair	
12.3	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the 25 May 2017 IFPIC Minutes for noting and endorsement of any recommendations.	T	IFPIC Non-Executive Director Chair	

13.	CORPORATE TRUSTEE BUSINESS			-
13.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the 1 June 2017 CFC Minutes for noting and endorsement of any recommendations as Corporate Trustee.	U		
14.	TRUST BOARD BULLETIN – JULY 2017	V	-	-
15.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	12.30pm – 12.35pm
16.	ANY OTHER BUSINESS	-	Chairman	-
17.	DATE OF NEXT MEETING	-		-
	The next Trust Board meeting will be held on Thursday 3 August 2017 from 9am in Rooms A & B, Education Centre, Leicester General Hospital .			
18.	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 19 – 26).			-
19.	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.			-
20.	CONFIDENTIAL MINUTES To receive the confidential Minutes of the 1 June 2017 Trust Board meeting. <i>for approval</i>	W	Chairman	-
21.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	X	Chairman	12.35pm – 12.40pm
22.	VERBAL REPORT FROM THE CHIEF FINANCIAL OFFICER AND MR A JOHNSON NON-EXECUTIVE DIRECTOR	-	Chief Financial Officer/	12.40pm – 12.45pm
23.	REPORTS FROM THE CHIEF FINANCIAL OFFICER AND MR A JOHNSON NON-EXECUTIVE DIRECTOR	Y & Y1	Chief Financial Officer/Mr A Johnson Non-Executive Director	12.45pm – 12.55pm
24.	REPORTS FROM BOARD COMMITTEES			12.55pm – 1pm
24.1	AUDIT COMMITTEE To receive the confidential 26 May 2017 Audit Committee Minutes for noting and endorsement of any recommendations.	Z	Audit Committee Non-Executive Director Chair	
24.2	QUALITY ASSURANCE COMMITTEE (QAC) To receive the confidential 25 May 2017 QAC Minutes for noting and endorsement of any recommendations.	AA	Trust Chairman/ QAC Non-Executive Director Chair	
24.3	INTEGRATED FINANCE PERFORMANCE AND INVESTMENT COMMITTEE (IFPIC) To receive the confidential 25 May 2017 IFPIC Minutes for noting	BB & BB1	IFPIC Non-Executive Director Chair	

	and endorsement of any recommendations, and the confidential summary of the 29 June 2017 IFPIC (formal Minutes to be submitted to the 3 August 2017 Trust Board).			
25.	CORPORATE TRUSTEE BUSINESS			-
25.1	CHARITABLE FUNDS COMMITTEE (CFC) To receive the confidential 1 June 2017 CFC Minutes for noting and endorsement of any recommendations as Corporate Trustee.	CC	CFC Non-Executive Director Chair	
26.	ANY OTHER BUSINESS	-	Chairman	-

Helen Stokes
Senior Trust Administrator