

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

MEETING TO BE HELD ON THURSDAY 1 FEBRUARY 2018 FROM 9AM IN THE BOARD ROOM, VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY

Public meeting commences at 9am

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 J Adler Chief Executive, and Ms E Doyle Interim Chief Operating Officer. To welcome Mr W Monaghan Director of Performance and Information to the meeting.			-
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 4 January 2018 Trust Board meeting. <i>For approval</i>	A	Chairman	-
4.	MATTERS ARISING			9am – 9.10am
	Action log from the Trust Board meeting. <i>For approval</i>	B	Chairman	
5.	CHAIRMAN'S MONTHLY REPORT FEBRUARY 2018 <i>for discussion</i>	C (to follow)	Chairman	9.10am – 9.20am
6.	CHIEF EXECUTIVE'S MONTHLY REPORT FEBRUARY 2018 <i>for discussion</i>	D	Acting Chief Executive	9.20am – 9.40am
7.	KEY ISSUES FOR DECISION/DISCUSSION			
7.1	STAFF STORY – TIME TO CHANGE <i>for discussion and assurance</i> Professor Ruth Green to attend for this item.	E	Director of Workforce and Organisational Development	9.40am – 10am
7.2	INTERIM REVENUE SUPPORT LOAN APPLICATION <i>for ratification</i>	F	Chief Financial Officer	10am – 10.10am
8.	RISK MANAGEMENT AND GOVERNANCE			
8.1	INTEGRATED RISK REPORT INCLUDING BOARD ASSURANCE FRAMEWORK <i>for discussion and assurance</i>	G	Medical Director	10.10am – 10.25am
<i>5 minute comfort break</i>				
9.	LLR STP AND UHL RECONFIGURATION			

9.1	LLR STP AND UHL RECONFIGURATION PROGRAMME <i>for assurance and discussion</i>	H	Director of Strategy and Communications/ Chief Financial Officer	10.30am – 10.45am
10.	RESEARCH AND INNOVATION			
10.1	RESEARCH AND INNOVATION 2017-18 QUARTER 3 REPORT <i>for discussion and assurance</i>	I	Medical Director	10.45am – 10.55am
10.2	EAST MIDLANDS CLINICAL RESEARCH NETWORK 2017-18 QUARTER 3 REPORT <i>for discussion and assurance</i>	J	Medical Director	10.55am – 11.05am
11.	QUALITY AND PERFORMANCE			
11.1	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the summary of the issues considered at the 25 January 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 1 March 2018 Trust Board.	K	QOC Non-Executive Director Chair	11.05am – 11.15am
11.2	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the summary of the issues considered at the 25 January 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 1 March 2018 Trust Board. To adopt the Equality and Diversity Annual Report 2016-17 (as appended to the PPPC meeting summary).	L	PPPC Non-Executive Director Chair	11.15am – 11.30am
11.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the summary of the issues considered at the 25 January 2018 meeting for information, and approve any recommended items. Formal minutes of that meeting will be submitted to the 1 March 2018 Trust Board. The financial performance report for month 9 is also appended to the FIC summary, and will be introduced separately by the Chief Financial Officer.	M M1	FIC Non-Executive Director Chair Chief Financial Officer	11.30am – 11.50am
12.	REPORTS FROM BOARD COMMITTEES	N – N3		11.50am – 11.55am
12.1	AUDIT COMMITTEE To receive the 12 January 2018 Audit Committee Minutes.	N (to follow)	AC Non-Executive Director Chair	
12.2	QUALITY AND OUTCOMES COMMITTEE (QOC) To receive the 21 December 2017 QOC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 January 2018 Trust Board.	N1	QOC Non-Executive Director Chair	
12.3	PEOPLE PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the 21 December 2017 PPPC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 January 2018 Trust Board.	N2	PPPC Non-Executive Director Chair	
12.4	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the 21 December 2017 FIC Minutes, noting that any recommendations were approved through the meeting summary presented to the 4 January 2018 Trust Board.	N3	FIC Non-Executive Director Chair	
13.	TRUST BOARD BULLETIN – FEBRUARY 2018	O	-	-

14.	QUESTIONS FROM THE PUBLIC RELATING TO BUSINESS TRANSACTED AT THIS MEETING	-	Chairman	11.55am – 12noon
15.	ANY OTHER BUSINESS	-	Chairman	12noon – 12.05pm
16.	DATE OF NEXT MEETING	-		-
	The next Trust Board meeting will be held on Thursday 1 March 2018 from 9am in Rooms A and B of the Education Centre at Leicester General Hospital.		Chairman	-
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 18-25).			-
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 4 January 2018 Trust Board meeting. <i>for approval</i>	P	Chairman	-
20.	MATTERS ARISING Confidential action log from the Trust Board. <i>for approval</i>	Q	Chairman	12.05pm – 12.10pm
21.	REPORT FROM THE CHIEF INFORMATION OFFICER	R	Chief Information Officer	12.10pm – 12.25pm
22.	REPORT FROM THE CHIEF FINANCIAL OFFICER	S	Chief Financial Officer	12.25pm – 12.55pm
23.	REPORTS FROM BOARD COMMITTEES	T – T4		12.55pm – 1pm
23.1	AUDIT COMMITTEE To receive the confidential 12 January 2018 Audit Committee Minutes.	T (to follow)	AC Non-Executive Director Chair	
23.2	PEOPLE, PROCESS AND PERFORMANCE COMMITTEE (PPPC) To receive the confidential summary of the 25 January 2018 PPPC (formal Minutes to be submitted to the 1 March 2018 Trust Board).	T1	PPPC Non-Executive Director Chair	
23.3	FINANCE AND INVESTMENT COMMITTEE (FIC) To receive the confidential 21 December 2017 FIC Minutes (noting that any recommendations were approved through the meeting summary presented to the 4 January 2018 Trust Board), and the confidential summary of the 25 January 2018 FIC (formal Minutes to be submitted to the 1 March 2018 Trust Board).	T2 & T3	FIC Non-Executive Director Chair	
23.4	REMUNERATION COMMITTEE To receive the confidential Minutes of the 4 January 2018 Remuneration Committee and approve any recommendations.	T4	Chairman	
24.	CONFIDENTIAL TRUST BOARD BULLETIN	U	-	-
25.	ANY OTHER BUSINESS	-	Chairman	-