

Confidential Extraordinary Trust Board Meeting, Part 1
9.00 am on Friday 27 May 2016

The venue will be
The Sparkenhoe Room, County Hall

AGENDA

Item No.	Timings	Item	Paper Ref	Discussion to be led by
1	9.00 am	Apologies for absence: Teresa Smith, Liz Rowbotham		Cathy Ellis
2	9.00	Declarations of interest in respect of items on the agenda		Cathy Ellis
3	9.05	Overview Paper	A To follow	Pete Cross
4	9.10	2015/16 review of Trust's going concern status	B	Pete Cross
5	9.15	Accounting Policies	C	Pete Cross
6	9.20	Receive Head of Internal Audit Opinion	D	Tim Thomas/ Glynis Onley
7	9.30	Receive Auditor's Annual Governance Statement (ISA 260)	E To follow	Debbie Stokes/ Andy Bostock
8	9.40	Approve Letter of Representation	F To follow	Pete Cross
9	9.45	Receive Trust's Annual Governance Statement 2015/16	G	Pete Miller
10	9.50	Approve 2015/2016 Audited Financial Accounts	H To follow	Pete Cross
11	10.05	Approve 2015/16 Annual Report	I To follow	Pete Miller
12	10.15	Review progress on draft 2015/16 Annual Quality Account	J	Adrian Childs
13	10.25	Any other urgent business - update on FM transfer		Cathy Ellis

Public Meeting of the Trust Board

10.30 am Friday 27 May 2016

Venue: The **Sparkenhoe Room** at County Hall, Glenfield

public meeting				
Item No.	Timings	Item	Paper Ref	Discussion to be led by
1	10.30	Apologies for absence: Teresa Smith, Liz Rowbotham and welcome		Cathy Ellis
2		Patient voice film		Adrian Childs
3		Declarations of interest in respect of items on the agenda		
4		Minutes of the previous meeting, 28 April 2016	A	Cathy Ellis
5		Matters arising actions	B	Cathy Ellis
6		Chairman's Report	Oral	Cathy Ellis
7		Chief Executive's environmental scan	C	Pete Miller
Strategy				
8	10.50	Better Care Together (BCT) • Update	D	Pete Miller
9	10.55	People Strategy 2016/17 – 2018/19	E	Alan Duffell
10	11.10	Communications Strategy 2016 - 2018	F	Pete Miller
Performance and Assurance Reports				
	Highlight reports from board committees: (those highlighted have been reviewed at one or more of the board committees)			
11	11.25	Quality Assurance Committee highlight report, 17 May 2016	G	David Mell
12	11.30	• Quality Monitoring Report - Serious Incidents (SIs) – monthly report	H	Adrian Childs
13	11.35	• Learning from Serious Incidents, quarter 4 report	I	Adrian Childs
14	11.40	• Complaints, quarter 4 report	J	Adrian Childs

15	11.45	<ul style="list-style-type: none"> Patient and Carer Experience Involvement, quarter 4 report 	K	Adrian Childs
	5 mins	Break		
16	11.55	Finance and Performance Committee highlight report, 17 May 2016	L	Cathy Ellis
17	12.00	<ul style="list-style-type: none"> Finance monthly report 	M	Pete Cross
18	12.05	Integrated Quality and Performance monthly report	N	Adrian Childs
19	12.15	Audit and Assurance Committee highlight report, 5 May 2016	O	Chris Burns
20	12.20	Auditor Panel, 5 May 2016	P	Darren Hickman
21	12.25	Charitable Funds Committee highlight report, 24 May 2016	oral	Cathy Ellis
22	12.30	Strategic Workforce Group highlight report, 24 May 2016	oral	Pete Miller
23	12.35	<ul style="list-style-type: none"> Listening to and engaging our staff 	Q	Alan Duffell
24	12.40	Mental Health Act Assurance Committee highlight report, 27 April 2016	R	Satheesh Kumar
Compliance Reports				
25	12.50	Safer staffing – monthly report	S	Adrian Childs
26	1.00	Care Quality Commission action plan update	T	Adrian Childs
27	1.05	Care Quality Commission Inspection of Her Majesty's Prison (HMP) Leicester	U	Adrian Childs
28	1.10	Equality Update 2015 – 2016	V	Alan Duffell
29	1.20	Summary Corporate Risk Register/Board Assurance Framework/Top 5 risks Does the Board want to amend the Risk Register in the light of the Board Meeting today?	W	Pete Miller
30		Information Pack (circulated to Board members only) containing: <ul style="list-style-type: none"> 2016-17 Better Care Fund briefing documents 		Cathy Ellis
31		Any other urgent business		Cathy Ellis
32		Public questions on agenda items		Cathy Ellis
33	1.30	Date of next meeting: The next public Trust Board meeting will be held on Thursday 28 July at 9.30 am in the Guthlaxton Committee Room at County Hall, Glenfield		Cathy Ellis

Confidential Extraordinary Trust Board Meeting, Part 2
Friday 27 May 2016, 2.00 pm

**Venue: Sparkenhoe Committee Room at County Hall,
Glenfield**

Agenda				
Item No.	Timings	Item	Paper Ref	Discussion to be led by
1	2.00	Apologies for absence: Teresa Smith, Liz Rowbotham and welcome		Cathy Ellis
2		Minutes of the previous confidential meeting, 28 April 2016	AA	Cathy Ellis
3		Matters arising	BB	Cathy Ellis
4		Sustainable Transformation Plan Toby Sanders/Sarah Prema from West Leicestershire CCG to be in attendance for this item		Pete Miller
5		Any other urgent confidential business		Cathy Ellis
6	3.00	Consideration of additional risks		Cathy Ellis