

The theme of today's board is Learning Disability Services (LD)



Leicestershire Partnership  
NHS Trust

Public Meeting of the Trust Board  
9.30 am Thursday 23 May 2019

Venue: NSPCC Training Centre, Beaumont Leys

**public meeting**

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	9.30	Apologies for absence: and welcome: Mark Farmer (Healthwatch)			Cathy Ellis
2	10 mins	Patient voice film – learning disability service	Quality Improvement		Anne Scott
3	9.40	Declarations of interest in respect of items on the agenda			
4		Minutes of the previous meeting, 25 April 2019	Assurance	A	Cathy Ellis
5		Matters arising actions  Action 860i – update to the board following suicide prevention conference in May	Assurance	B	Cathy Ellis Sue Elcock
6		Chairman's Report	Information	C	Cathy Ellis
7		Chief Executive's environmental scan	Information	D	Pete Miller
<b>Risk</b>					
8	9.50 10 mins	Board Assurance Framework	Assurance	Oral	Pete Miller
Total for section = 30 minutes					
<b>Strategy</b>					
9	10.00 5 mins	Better Care Together (BCT), Sustainability and Transformation Partnership (STP) status, and System Leadership Team (SLT) update <ul style="list-style-type: none"> <li>Better Care Together Partnership Board briefing</li> </ul>	Information	Oral  E	Pete Miller
10	10.05 20 mins	STP workstream – Leicester, Leicestershire and Rutland LD Transforming Care Programme (TCP) & Marmot report Sarah Warmington in attendance:	Information	Present ation	Helen Thompson

		Jules Galbraith			
Total for section = 25 minutes					
<b>Performance and Assurance Reports</b>					
Highlight reports (taken as read) from board committees: (those highlighted have been reviewed at one or more of the board committees)					
11	10.25 5 mins	Quality Assurance Committee highlight report, 21 May 2019	Assurance	Oral	Liz Rowbotham
12	10.30 5 mins	<ul style="list-style-type: none"> <li>Patient and Carer Experience and Involvement (including Complaints) quarter 4 report</li> </ul>	Assurance	F	Anne Scott
13	10.35 5 mins	<ul style="list-style-type: none"> <li>Patient Safety Report – quarter 4</li> </ul>	Assurance	G	Anne Scott
14	10.40 5 mins	<ul style="list-style-type: none"> <li>Mortality data quarterly report</li> </ul>	Assurance	H	Sue Elcock
	10.45 10 mins	<b>Break</b>			
15	10.55 5 mins	Finance and Performance Committee highlight report, 21 May 2019	Assurance	Oral	Faisal Hussain
16	11.00 5 mins	<ul style="list-style-type: none"> <li>Finance monthly report – month 1</li> </ul>	Performance	li lii	Dani Cecchini
17	11.05 10 mins	Integrated Quality and Performance monthly report	Performance	J1 J2 J3	Dani Cecchini
18	11.15 5 mins	Audit and Assurance Committee highlight report, 3 May 2019	Assurance	K	Darren Hickman
19	11.20 5 mins	Strategic Workforce Group highlight report, 15 May 2019	Assurance	L	Pete Miller
Total for section = 60 minutes					
<b>Quality Improvement and Compliance Reports</b>					
20	11.25 5 mins	Safer staffing – monthly report	Assurance	M	Anne Scott
21	11.30 10 mins	Care Quality Commission progress update	Quality Improvement Links to all STEP up to GREAT priorities	N	Anne Scott
22	11.40 10 mins	Suicide prevention plan (inpatients) report to NHS England	Quality Improvement	O	Sue Elcock
23	11.50 5 mins	Guardian of Safe Working Hours (Junior Doctors contract) quarterly report	Assurance and compliance	P	Sue Elcock
Total for section = 30 minutes					
<b>Governance and Risk</b>					
24	11.55 5 mins	For approval: <ul style="list-style-type: none"> <li>NHS provider licence - self-certification</li> </ul>	Compliance	Qi Qii Qiii	Anne Scott
25		Any additional risks highlighted as a result of Board discussion			Cathy Ellis

		today?			
26		Information Pack (circulated to Board members only) containing: <ul style="list-style-type: none"> <li>• Draft Revised Board Assurance Framework</li> <li>• Step Up To Great Presentation</li> </ul>	Information		Cathy Ellis
27		Any other urgent business			Cathy Ellis
28		Public questions on agenda items			Cathy Ellis
29	12.10	<b>Date of next meeting:</b> The next public Trust Board meeting will be held on Thursday 25 July 2019 at 9.30 am – County Hall			Cathy Ellis
It is recommended that, pursuant to Section 1 (2), Public Bodies (Admission to Meetings) Act 1960, representatives of the press and other members of the public be excluded from the following meeting, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.					

**Confidential Extraordinary Trust Board Meeting  
12.45 on Thursday 23 May 2019**

**The venue will be  
NSPCC**

**AGENDA**

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
Extraordinary confidential meeting part 1					
1	12.45	Apologies for absence:  And welcome			Cathy Ellis
2		Declarations of interest in respect of items on the agenda			Cathy Ellis
3	12.50	Receive Auditor's Annual Governance Statement (ISA 260)	Assurance	AA	Laura Bedford/ Andy Bostock
4	1.00	Overview Paper	Assurance	BB	Dani Cecchini
5	1.05	2018/19 review of Trust's Going Concern status	Assurance	CC	Dani Cecchini
6	1.10	Accounting Policies	Approval	DD	Dani Cecchini
7	1.15	Receive Head of Internal Audit Opinion	Assurance	EE	Tim Thomas/ Jenny Robinson
8	1.20	Approve Letter of Representation – Finance	Approval	FFi	Dani Cecchini
		Approve Letter of Representation - Quality	Approval	FFii	Anne Scott
9	1.25	Receive Trust's Annual Governance Statement 2018/19	Approval	GGi GGii	Pete Miller
10	1.30	Approve 2018/2019 Audited Financial Accounts	Approval	HH	Dani Cecchini
11	1.40	Approve 2018/19 Annual Report	Approval	II	Pete Miller

12	1.45	Approve 2018/19 Annual Quality Account	Approval	JJ	Anne Scott
13	1.55	Any other urgent business			Cathy Ellis

Extraordinary confidential meeting part 2/board development

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	2.00 30 mins	Staff voice – Learning Disability Service (including reference to QI)	Quality Improvement		Sarah Willis
2		Apologies for absence:  and welcome			Cathy Ellis
3	2.30	Declarations of interest in respect of items on the agenda			Cathy Ellis
4		Minutes of the previous confidential meeting, 25 April 2019	Assurance	AAA	Cathy Ellis
5		Matters arising	Assurance	BBB	Cathy Ellis
Total for section = 35 minutes					
<b>Strategy</b>					
6	2.35 10 mins	Chief Executive's report ( <i>including update on CAMHS reprovision, NHFT buddy arrangements, NHSI Undertaking letter previously circulated 9 May</i> )	Assurance	Oral	Pete Miller
7	2.45 5 mins	Sustainability Transformation Plan, Better Care Together and System Leadership Team briefing	Information	Oral	Pete Miller
8	2.50 30 mins	Updates on 2019/20 priorities: status report and key risks <ul style="list-style-type: none"> <li>• Electronic Patient Record (10 mins)</li> <li>• Mental Health Inpatient Strategic Outline Case (20 Mins)</li> </ul>	Progress on delivery of STEP up to GREAT priorities	Oral  CCC	Sue Elcock  Dani Cecchini
9	3.20 10 mins	Break			
Total for section = 55 minutes					
<b>Finance and performance</b>					
10	3.30 5 mins	Confidential Finance Report – month 1	Performance	DDDi DDDii	Dani Cecchini
Total for section = 5 minutes					
<b>Quality</b>					
11	3.35 20 mins	External review of Serious Incidents Presentation In attendance: Hilary McCallion	Quality Improvement	Oral	Anne Scott
12	3.55	Reportable issues log	Quality	EEE	Anne Scott

	5 mins		Improvement		
Total for section = 25 minutes					
<b>Board development</b>					
13	4.00 30 mins	Service presentation – LD service update ( <i>short breaks/Agnes Unit/CQC follow up</i> )	Quality Improvement  Links to High Standards priority	Oral	Helen Thompson
14	4.30 5 mins	Board development action tracker on priorities	Assurance	FFF	Cathy Ellis
15	4.35 20 mins	CQC Quality Summit Presentation – (Board review in advance of meeting on 5 <sup>th</sup> June)	Assurance	Oral	Peter Miller
16	4.55 5 mins	Any Other Business – check if any further update is required to the Board Assurance Framework?	Assurance	Oral	Cathy Ellis
17	5.00	Close			