

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**TRUST BOARD**

**REPORT ON MATTERS ARISING FROM THE MEETING HELD ON 7 APRIL 2011**

<b>Minute ref:</b>	<b>Issue</b>	<b>Lead Officer</b>	<b>Outcome</b>
90/11	Update on the Hutton reports to be provided to a future Trust Board meeting.	Chief Executive	To be scheduled once further information is available on the response to the reports.
91/11	<ul style="list-style-type: none"> <li>• Nurse staffing agencies to be held to appropriate account for adhering to the Vital tool;</li> <li>• Consideration to be given to extending the Vital tool to medical staff;</li> <li>• Quarterly patient experience report to be provided to the Trust Board;</li> <li>• Patient stories to be structured around Divisional initiatives.</li> </ul>	) Chief Operating ) Officer/Chief Nurse ) ) )	Under consideration.  Under consideration. To be scheduled as requested. Actioned.
92/11/1	UHL's internal readiness for the Easter and May 2011 Bank Holiday period to be reviewed.	Executive Directors	Actioned.
92/11/2	Update on the emergency care transformation to be provided to the May 2011 Trust Board.	Chief Operating Officer/Chief Nurse	Featured on the 5 May 2011 Trust Board agenda.
92/11/3	<ul style="list-style-type: none"> <li>• Month 12 quality finance and performance report to:-                             <ul style="list-style-type: none"> <li>○ Identify any changes arising from further guidance on the NHS national operating framework 2011-12;</li> <li>○ advise the 27 April 2011 Finance and Performance Committee on UHL bed numbers and cost per bed;</li> </ul> </li> <li>• QPMG to review how best to refresh UHL's learning from and understanding of complaints;</li> <li>• Assurance on patient safety indicators to be provided to the April 2011 GRMC.</li> </ul>	) Chief Operating ) Officer/Chief Nurse ) ) ) Medical Director ) ) )	Actioned.  Scheduled for a future QPMG as appropriate.  To be covered through the patient safety report to the 28 April 2011 GRMC.
93/11/1	<ul style="list-style-type: none"> <li>• Quarterly updates against the 2011-12 annual operational plan milestones to be provided to the Trust Board;</li> <li>• Initiatives to improve the nursing care of the elderly to be reflected in the finalised Integrated Business Plan 2011-16;</li> </ul>	) Director of Strategy ) ) )	To be scheduled on a quarterly basis accordingly. Actioned.

**Paper B**

	<ul style="list-style-type: none"> <li>Assurance on the process used to clinically risk assess the 2011-12 CIPs, to be provided to the April 2011 GRMC.</li> </ul>	Chief Operating Officer/Chief Nurse/Medical Director	Featured on the 28 April 2011 GRMC agenda.
93/11/2	<ul style="list-style-type: none"> <li>Quarterly updates on the 2011-12 CQUIN and quality schedules to be provided to the GRMC;</li> <li>Financial elements of CQUIN risks to be monitored by the Finance and Performance Committee;</li> <li>Appropriate links to be made with the FT Network re: national Commissioner issues re: CQUIN monies.</li> </ul>	)Chief Operating )Officer/Chief Nurse ) ) Director of Corporate and Legal Affairs	To be scheduled on a quarterly basis accordingly. To be scheduled as appropriate.  Actioned.
93/11/3	<ul style="list-style-type: none"> <li>Issue of Divisional-level support for HDD1 to be discussed on 8 April 2011 with NHS East Midlands;</li> <li>KPMG review to be circulated to Trust Board members for information;</li> <li>Internal/external communication threads to be separated within the FT communication plan.</li> </ul>	)Director of Strategy ) ) ) Director of Communications and External Relations	Actioned.   Actioned.
94/11	Action plan re: staff development to be circulated to Trust Board members for information at the start of May 2011.	Director of Human Resources	Actioned.
98/11	Additional sources of patient feedback to be considered for inclusion in the patient experience dashboard.	Chief Operating Officer/Chief Nurse	Under consideration.

Update on any outstanding matters arising from Trust Board meetings since 16 July 2009

Minute ref:	Issue	Lead Officer	Outcome
<b>24 March 2011</b>			
76/11	<ul style="list-style-type: none"> <li>Possible Trust Board development session on readmissions to be considered, with appropriate GP input.</li> <li>Timescale to be confirmed for a further report on UHL Lean to the Executive Team.</li> <li>Risk profiling to be undertaken of UHL’s contingency plans in respect of potential future industrial action.</li> </ul>	<p>Director of Finance and Procurement /Chief Operating Officer/Chief Nurse/Medical Director</p> <p>Director of Finance and Procurement</p> <p>Director of Human Resources</p>	<p>Trust Board development session provisionally scheduled for 5 May 2011. <b>Readmissions discussed instead at the 27 April 2011 Finance and Performance Committee.</b></p> <p>Scheduled for May 2011 Executive Team consideration.</p> <p>In progress, for discussion through the Workforce and Organisational Development Committee as appropriate.</p>
78/11	IBP to be presented for approval to the public Trust Board meeting on 5 May 2011.	Director of Strategy	Verbal update to be provided to the 5 May 2011 Trust Board, in the FT update item.
<b>3 March 2011</b>			
52/11	Trust Board to be kept informed of developments on the “safe and sustainable” national paediatric cardiac surgery consultation.	Director of Strategy/ Chief Executive	Update to be scheduled when available.
56/11	<ul style="list-style-type: none"> <li>New format Strategic risk register to be presented to the 5 May 2011 Trust Board following the April risk workshop discussions.</li> </ul>	Medical Director	Scheduled accordingly for 5 May 2011 Trust Board agenda. <b>Work underway to reformat the SRR/BAF following the risk workshop on 7 April 2011 – new version to be presented to the July 2011 Trust Board.</b>
<b>3 Feb 2011</b>			
26/11	Update on the interface geriatrics project to be provided to the May 2011 Trust Board.	Medical Director	Scheduled accordingly for 5 May 2011 Trust Board.
46/11/2	Consideration to be given to how best to learn from UHL staff experiences elsewhere.	Chairman.	Under consideration accordingly.

Minute ref:	Issue	Lead Officer	Outcome
6 Jan 2011			
7/11/1	Trust Board to be kept appropriately informed of developments on the various DoH consultations.	Chief Executive	To be included in the Chief Executive's monthly as and when appropriate.
2 Dec 2010			
287/10	A further progress report on the Mrs M K patient experience to be provided to the Trust Board in 6 months' time.	Chief Operating Officer/Chief Nurse	Scheduled for June/July 2011 Trust Board.
290/10	Appropriate value-for-money benchmarking information to be taken into account in respect of the longer-term solution for LLR maternity and neonatal services.	Medical Director	To be considered at an appropriate future time.