

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST****TRUST BOARD****REPORT ON MATTERS ARISING FROM THE MEETING HELD ON 3 NOVEMBER 2011**

<b>Minute ref:</b>	<b>Issue</b>	<b>Lead Officer</b>	<b>Outcome</b>
303/11	<ul style="list-style-type: none"> <li>Update on LLR winter planning discussions to be reported to the 1 December 2011 Trust Board.</li> <li>ED capital reconfiguration Outline Business Case and review of critical path to be presented to the January 2012 Trust Board.</li> <li>Details of the maternity and gynaecology scheme without CNST cost elements to be circulated to members for information.</li> <li>Update on NHSLA accreditation to be provided to the November 2011 GRMC.</li> </ul>	<p>Chief Operating Officer/Chief Nurse Director of Strategy</p> <p>Director of Finance and Procurement Medical Director</p>	<p>Featured accordingly on the 1 December 2011 Trust Board agenda. Scheduled accordingly for 5 January 2012 Trust Board.</p> <p>Actioned</p> <p>Discussed at the 25 November 2011 GRMC.</p>
303/11/1	<ul style="list-style-type: none"> <li>Regarding the communication plan on the increased carparking charges for staff and the public, consideration be given to:- <ul style="list-style-type: none"> <li>provision of information to staff when renewing existing passes;</li> <li>ongoing communication requirements with staff;</li> <li>providing sufficient information to staff to enable them to make an informed choice.</li> </ul> </li> <li>Monitoring of the implementation of the increased carparking charges to be remitted to the Finance and Performance Committee.</li> </ul>	<p>)Director of )Communications )and External )Relations/ )Director of Strategy ) ) )</p>	<p>Under consideration accordingly.</p> <p>Actioned - first such update received at the 24 November 2011 Finance and Performance Committee.</p>
304/11	Wider sharing of the medicines information card (eg with GPs) to be considered.	Clinical Support Division	Work in progress.
305/11	NHS Confederation response to the open data consultation exercise to be reported to a future Trust Board (once available).	Chief Executive	To be scheduled accordingly once available.
306/11/1	<ul style="list-style-type: none"> <li>Future reports on pressure ulcers to differentiate between those acquired in hospital and those already present on admission.</li> <li>Analysis of UHL's palliative care numbers/mortality and their impact on SHMI rates, to be reported to the November 2011 GRMC.</li> </ul>	<p>Chief Operating Officer/Chief Nurse Medical Director</p>	<p>Work in progress.</p> <p>Reported accordingly to the 25 November 2011 GRMC.</p>
306/11/2	Issues of recent rises in ED demand and late attendance patterns, to be discussed with LLR partners later on 3 November 2011.	ALL	Discussed accordingly during the 3 November 2011 Trust Board development session.
306/11/3	Details of the 14 and 16 November 2011 CBU confirm and challenge sessions to be circulated to all Non-Executive Directors.	Director of Finance and Procurement	Actioned.

Minute ref:	Issue	Lead Officer	Outcome
307/11	<ul style="list-style-type: none"> <li>Equality delivery system (EDS) to be embedded into appropriate wider quality/strategy agendas and discussed with appropriate corporate Committees to raise its internal profile.</li> <li>EDS resourcing requirements to be explored;</li> <li>EDS briefing to be developed for Divisional Boards, with Director of Human Resources attendance at those meetings as appropriate;</li> <li>Regular progress updates on EDS to be provided to the Trust Board.</li> </ul>	)Director of Human Resources/Director of Strategy/Chief Operating Officer/Chief Nurse ) )	Actions underway as appropriate.
308/11	<ul style="list-style-type: none"> <li>The quality impact of failing to tackle strategic risks to be more clearly articulated on the strategic risk register/Board Assurance Framework (SRR/BAF).</li> <li>November 2011 Audit Committee to review the SRR/BAF and consider the merits of a possible Internal Audit review.</li> <li>Page numbers and the term 'current risk score' to be included on the SRR/BAF.</li> <li>Risk 6 to be amended as detailed in Minute 308/11.</li> <li>Risk 15 to be amended as detailed in Minute 308/11.</li> <li>Proposals arising from the review of UHL's meeting structure to be circulated to Executive Directors.</li> </ul>	Executive Directors  Audit Committee Chair Medical Director  Director of Finance and Procurement  Director of Human Resources Chief Operating Officer/Chief Nurse/ Director of Corporate and Legal Affairs	Actioned.  Discussed accordingly at the 15 November 2011 Audit Committee.  Actioned.  Actioned.  Work in progress.
309/11	<ul style="list-style-type: none"> <li>EPR (electronic patient record) business case to be presented to a future Trust Board meeting (once available).</li> <li>Progress updates to be provided to the Trust Board re: the 2011-16 UHL IM&amp;T Strategy.</li> </ul>	)Director of Strategy ) ) )	To be scheduled accordingly once available.  To be scheduled accordingly.
313/11	<ul style="list-style-type: none"> <li>Chief Executive to discuss the issue of patient and public involvement input to LLR winter planning and urgent/emergency care discussions.</li> <li>Winter demand issues to be discussed at the 3 November 2011 Trust Board development session with LLR partners.</li> <li>LLR PCT Cluster to be advised of the specific query from Mr Z Haq.</li> <li>Use of acronyms to be avoided wherever possible.</li> </ul>	Chief Executive  Chief Operating Officer/Chief Nurse Chief Executive ALL	Actioned.  Actioned.  actioned. Noted.

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

Minute ref:	Issue	Lead Officer	Outcome
6 Oct 2011			
275/11	Update on the LLR space utilisation survey (results and solutions) to be provided to the January 2012 Trust Board;	)Director of Strategy	Scheduled accordingly for 5 January 2012 Trust Board.
284/11	<ul style="list-style-type: none"><li>Concerns re: cancelled operations to be explored.</li><li>Issue of GP home visits to be raised at the October 2011 ECN Board.</li><li>Process re: fining for delayed discharges of care to be explored internally.</li></ul>	)Chief Operating )Officer/Chief Nurse	Actioned.