

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

TRUST BOARD

REPORT ON MATTERS ARISING FROM THE MEETING HELD ON 6 OCTOBER 2011

Minute ref:	Issue	Lead Officer	Outcome
275/11	<ul style="list-style-type: none"> • Presentation on UHL R&D activity to be provided to the January 2012 Trust Board. • Update on the LLR space utilisation survey (results and solutions) to be provided to the January 2012 Trust Board; • Executive summary of the LLR space utilisation survey to be circulated to Trust Board members for information. 	Chief Executive)Director of)Strategy)))	Scheduled accordingly for 5 January 2012 Trust Board. Scheduled accordingly for 5 January 2012 Trust Board. Circulated.
276/11	<ul style="list-style-type: none"> • UHL site drop-off provision and ways to improve communication re: public carparking saver packages to be reviewed by 31 December 2011. • % of staff likely to benefit from the salary sacrifice scheme to be confirmed outside the meeting. • Communication plan on public and staff carparking charges to be presented to the November 2011 Trust Board.)Director of)Communications)and External)Relations/Director)of Strategy)))	Communication plan featured on the agenda for 3 November 2011 Trust Board.
278/11/1.1 and 278/11/1.2	<ul style="list-style-type: none"> • Work on tracking the impact of ECN actions to be shared with Trust Board members. • Further detail on the Bed Bureau/out-of-hours workstream to be shared with Trust Board members. • City CCG representative (and other GP Commissioners) to be invited to attend a future UHL Trust Board meeting. • The following issues to be raised at the October 2011 ECN Board meeting re:- <ul style="list-style-type: none"> ○ the number of community beds available for discharge compared to 2010-11; ○ timescale for implementing the single point of access model in the Emergency Department; ○ winter planning with wider community partners; • Feedback to be provided on the October 2011 PCT Cluster Board meeting.)PCT Cluster Chief)Executive and)Chief)Operating)Nurse)Officer/Chief)Nurse))))))))))))))))Discussion scheduled at a Trust Board)development session on 3 November 2011 with a)subsequent public report at the 1 December 2011)Trust Board.))))))))))))

Paper B

	<ul style="list-style-type: none"> October 2011 Finance and Performance Committee to be updated on the ECN Board discussions. 	Chief Operating Officer/Chief Nurse	verbal update provided accordingly.
278/11/1.3	ED capital reconfiguration OBC and review of critical path to be presented to the January 2012 Trust Board.	Chief Operating Officer/Chief Nurse	Scheduled accordingly for 5 January 2012 Trust Board.
278/11/2	<ul style="list-style-type: none"> Web address for The Quarter publication to be circulated to Trust Board members for information. Nursing metrics scores for underperforming medical wards to be circulated to Trust Board members for information.)Chief Operating)Officer/Chief)Nurse))	To be actioned by 3 November 2011.
278/11/5	<ul style="list-style-type: none"> NPV for the maternity and gynaecology service development scheme to be circulated to Trust Board members for information. Revised financial information on the scheme excluding CNST elements to be circulated to Trust Board members for information. Director of Finance and Procurement to be given delegated authority to assess which scheme elements could be progressed separately.)Director of)Finance and)Procurement)) Director of Finance and Procurement	To be actioned by 3 November 2011. Assessment in progress.
278/11/6	<ul style="list-style-type: none"> Progress on the NHSLA level 2 work programme (for 2012) to be reported to the December 2011 Trust Board. Lessons learned from the 2011 NHSLA accreditation process to be shared with Trust Board members for information. Current management/clinical leadership split re: NHSLA ARMS process to be reviewed. GRMC and Audit Committee to review UHL's NHSLA position including information on comparable Trusts' accreditation levels.)Medical Director))))))))	Scheduled accordingly for 1 December 2011 Trust Board. To be actioned as appropriate. To be actioned as appropriate. Scheduled according for 15 November 2011 Audit Committee and 24 November 2011 GRMC.
279/11	<ul style="list-style-type: none"> Future iterations of the SRR/BAF to include significant milestone dates. Strengthened actions to mitigate the lack of tendering expertise at CBU/Coporate level to be included in risk 2. Additional positive assurances and controls to be included in risk 5. September 2011 Finance and Performance Committee report on market share to be circulated to all Trust Board members for information. 	Medical Director Director of Strategy Director of Finance and Procurement Director of Communications and External Relations	Work in progress. Actioned. Actioned. Actioned.
280/11	UHL IT Strategy to be deferred to the November 2011 Trust Board.	Director of Strategy	Featured accordingly on the 3 November 2011

			Trust Board agenda.
284/11	<ul style="list-style-type: none"> Concerns re: cancelled operations to be explored. Issue of GP home visits to be raised at the October 2011 ECN Board. Process re: fining for delayed discharges of care to be explored internally.)Chief Operating)Officer/Chief)Nurse	Work in progress.
297/11/1	Survey on Trust Boards' engagement in quality to be circulated to members for completion.	Chief Operating Officer/Chief Nurse	To be actioned by 3 November 2011.

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

Minute ref:	Issue	Lead Officer	Outcome
1 Sept 2011			
254/11	Consideration to be given to replicating the pace of R&D innovation in other UHL areas.	Executive Team	Innovation issues included on strategic risk register (within a new organisational development risk) at 25 October 2011 Executive Team.
7 July 2011			
184/11/1	Further update on improving attitudes re: breast feeding to be provided to the July 2012 Trust Board.	Chief Operating Officer/Chief Nurse	Scheduled accordingly for July 2012 Trust Board.
185/11	Appropriate briefings on the progress of the Health and Social Care Bill to be provided through the Chief Executive's monthly reports.	Chief Executive	To feature in the Chief Executive's monthly Trust Board reports as appropriate.