

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**TRUST BOARD****REPORT ON MATTERS ARISING FROM THE MEETINGS HELD ON 7 AND 21 JULY 2011**

Minute ref:	Issue	Lead Officer	Outcome
21 July 2011			
211/11/1	<ul style="list-style-type: none"> Detailed review of progress against the 'stabilisation to transformation' plan to be provided to the September 2011 Trust Board. Report on the current shortfall to be provided to the October 2011 Trust Board. UHL Audit Committee to be included in the governance and monitoring arrangements for the plan. Accountabilities to be discussed further at the July 2011 Finance and Performance Committee. Trust Board involvement to be sought for the external support tender evaluation panel.)Director of Finance)and)Procurement/Chief)Operating Officer/)Chief Nurse)))) Chief Executive Director of Finance and Procurement	Scheduled accordingly for the 1 September 2011 Trust Board. Scheduled accordingly for the 6 October 2011 Trust Board. Agreed. Actioned. Actioned.
7 July 2011			
181/11	Report on medical engagement to be provided to the August 2011 Trust Board.	Medical Director	Verbal update to be provided to the 4 August 2011 Trust Board.
183/11	<ul style="list-style-type: none"> Agreed text of Chairman and Chief Executive's Annual Report content to be circulated to Non-Executive Directors for information, prior to final publication. GRMC to receive a report regarding progress on reducing readmissions. 	Director of Communications and External Relations Medical Director	To be circulated once finalised. Advised that this issue being progressed through the Readmissions Board, with appropriate reports to Finance and Performance Committee and Trust Board as appropriate.

Paper B

Minute ref:	Issue	Lead Officer	Outcome
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.
186/11/1	<ul style="list-style-type: none"> • Corrected pages of the month 2 quality, finance and performance report to be circulated to Trust Board members. • Further extraordinary Trust Board meeting to be arranged. 	Chief Operating Officer/Chief Nurse Director of Corporate and Legal Affairs	Circulated. Extraordinary meeting held on 21 July 2011.
186/11/2	New metrics for the LLR emergency care transformation programme to be presented to the August 2011 Trust Board.	Chief Operating Officer/Chief Nurse	Chief Operating Officer/Chief Nurse to report verbally during discussion of the emergency care update report for 4 August 2011.
187/11	Refreshed report on UHL's FT application timeline to be provided to the August 2011 Trust Board.	Director of Strategy	Verbal update to be provided.
188/11 (see also Minute 192/11 below)	<ul style="list-style-type: none"> • Trust Board development session to be scheduled on the Strategic Risk Register/Board Assurance Framework. • Risk mapping arrangements to be circulated to Trust Board members. • Business continuity risk to be reinstated in the August 2011 iteration of the SRR/BAF. 	Director of Corporate and Legal Affairs/Medical Director)Medical Director))))	Scheduled accordingly for 4 August 2011. Risk mapping arrangements now included as a separate appendix to the Trust Board SRR report. Reinstated as requested.
192/11	<ul style="list-style-type: none"> • Exploration of opportunities for stakeholder engagement in the 2012-13 annual planning process, to be documented in an appendix to the Trust's Annual Operational Plan. • Exploration of increased patient and public involvement in review of the SRR/BAF, and consideration of producing a more 'public-friendly' version of the document. 	Director of Strategy Medical Director	Appendix to be drafted accordingly during August 2011, with appropriate PPI input. Work in progress.

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

Minute ref:	Issue	Lead Officer	Outcome
23 June 2011			
177/11/2	An update on UHL’s BRU applications to be provided to the August 2011 Trust Board.	Chief Executive	Scheduled accordingly for the 4 August 2011 Trust Board. Rescheduled for September 2011 Trust Board in the absence of the Chief Executive.
2 June 2011			
141/11	Summary of proposals to support further reductions in staff sickness rates to be provided to the Trust Board.	Director of Human Resources Chief Operating Officer/Chief Nurse	To be reported to the 4 August Trust Board meeting via the Minutes of the Workforce and Organisational Development Committee.
143/11/2	Quarterly mechanism to be established for GRMC to monitor the target for reducing preventable hospital acquired pressure ulcers.	Chief Operating Officer/Chief Nurse	To commence reporting to GRMC in 2011-12. Now also incorporated into the monthly quality finance and performance report, with a trajectory for improvement set.
143/11/4	Chairman’s and Chief Executive’s contributions to the annual report to be circulated by email to Trust Board members for review prior to publication.	Director of Communications and External Relations	To be actioned prior to final publication of the annual report (date to be advised).
143/11/5	Consideration of the scope to hold a Trust Board development session in respect of ED transformation, LLR emergency care network developments and CBU-level support arrangements.	Chief Operating Officer/Chief Nurse/ Director of Corporate and Legal Affairs	Provisionally scheduled for 1 September 2011 Trust Board.
143/11/6	Detailed plans to reduce readmission to be reviewed by the QPMG and assurance provided to the Trust Board.	Medical Director	To be discussed at the 3 August 2011 QPMG.

Minute ref:	Issue	Lead Officer	Outcome
7 April 2011			
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	Quarterly patient experience report to be provided to the Trust Board.) Chief Operating)Officer/Chief Nurse	To be scheduled as requested.
93/11/1	Quarterly updates against the 2011-12 annual operational plan milestones to be provided to the Trust Board.	Director of Strategy	To be scheduled on a quarterly basis accordingly (beginning at the August 2011 Trust Board). Subsequently deferred to September 2011 Trust Board.