

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**TRUST BOARD****REPORT ON MATTERS ARISING FROM THE MEETING HELD ON 20 DECEMBER 2012**

Minute ref:	Issue	Lead Officer	Outcome
341/12	Additional wording to be agreed to supplement the information provided under Minute 321/12/4.1 regarding the arrangements for holding UHL's partners to account.	RK, NED/ CHAIRMAN	Proposed wording agreed and amendment to be recorded in the 29 November 2012 Trust Board Minutes.
344/12/1.2	Quarterly progress reports on the Quality and Safety Commitment to be reported to the Trust Board through Minutes of the Quality Assurance Committee meetings.	CN/DCE	Scheduled on the agenda for Quality Assurance Committee meetings. Update report to be presented to the January 2013 Trust Board.
344/12/1.3	<ul style="list-style-type: none"> • Finalised Patient Experience Strategy to be presented to the Trust Board and progress to be monitored by the Quality Assurance Committee. • Consideration be given to implementing a trial for customer service training at UHL. • Trust Board reporting template to be amended to reflect stakeholder engagement. 	CN/DCE CN/DCE DCLA	Provisionally scheduled for the 28 February 2012 Trust Board meeting. Update to be included in the patient experience update on 28 February 2013. Actioned.
344/12/1.4	Update on the National Nursing Strategy (Compassion in Practice) to be presented to the Trust Board.	CD/DCE	Awaiting national publication of further information by the NHS Chief Nurse expected in the Spring of 2013.
344/12/1.5	UHL's Clinical Strategy to be amended to clarify the importance of UHL's relationship with the University of Leicester and capital investment.	MD	Medical Director to ensure that the Clinical Strategy is amended for this purpose in its next iteration.
345/12/2	Medical Director to write to Professor Peter Furness and his team to congratulate them on progress with medical appraisal and revalidation.	MD	Actioned.

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346/12/1	<ul style="list-style-type: none"> • Information on the six lowest performing health check wards to be provided to the Non-Executive Directors outside the meeting. • WHO safer surgery checklist compliance to be reviewed by the Quality Assurance Committee. • Opportunities to centralise spending controls to be discussed with the substantive Chief Executive in January 2013. • results of the National Staff Survey to be presented to the Trust Board in January 2013. 	<p>CN/DCE</p> <p>CN/DCE</p> <p>CHAIRMAN</p> <p>DHR</p>	<p>Information to be circulated separately by the Chief Nurse/Deputy Chief Executive.</p> <p>Presented to the Quality Assurance Committee on 22 January 2013.</p> <p>Agreed by the CIP Programme Board on 21 December 2012 to re-introduce the 2 tier vacancy approvals process and proposals to strengthen the Trust's control measures relating to agency expenditure.</p> <p>Scheduled on the agenda for 31 January 2013.</p>
346/12/2	Future emergency care updates to the Trust Board to include key performance indicators.	IDO	KPIs to feature in future such reports to the Trust Board.
347/12	Trust Board comments on the SRR/BAF to be considered by the Executive Team and any amendments reflected in the next iteration.	CN/DCE	Actioned and refreshed report scheduled on the 31 January 2013 Trust Board agenda.
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319/12g	Appropriate trend targets for improvements to the results of the local UHL staff polling to be identified through the development of the OD Plan.	DHR	Provisionally scheduled for 28 February 2013.
320/12	Comments on the consultation re: Strengthening the NHS Constitution to be collated and submitted by 28 January 2013.	DCLA	No comments on the consultation document were received. A copy of the FT Network response to the consultation will be circulated to Trust Board members for information.
321/12/1.3	Summary report on data quality assurance to be reviewed by the Audit Committee.	CN/DCE	To be scheduled on the Audit Committee agenda on 12 February 2013.
321/12/3.1	UHL Organisation Development Plan to be finalised and re-presented to the Trust Board.	DHR	To be scheduled on the TB agenda for 28 February 2013.

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321/12/3/2	Further report on the role of the Senior Independent Director to be provided to the Trust Board.	DCLA	To be scheduled on the 28 March 2013 Trust Board agenda. Now rescheduled for 28 February 2013.
321/12/4	<ul style="list-style-type: none"> • CBU-level complaints data to be circulated outside the meeting. • Quality Assurance Committee to review reports on complaints received per number of attendances/admissions, improving discharge processes and compliance with the WHO safer surgery checklist. 	CN/DCE	Circulated by email on 31 December 2012.
		CN/DCE	Actioned.