

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday, 2 April 2015

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
1	67/15	Director of Marketing and Communications to circulate a briefing note on the rules of purdah to all Board members.	DMC	Immediate	Complete.	5
2	70/15 (b)	An assessment of any additional resource requirements to deliver the Trust's strategic objectives and annual priorities to be presented to a future IFPIC meeting.	CE	IFPIC 28.5.15	Provisionally scheduled for the 28 May 2015 IFPIC meeting.	4
3	70/15 (c)	Director of Strategy to arrange for a correlation to be undertaken between UHL's strategic objectives and annual priorities and those of LPT and the CCGs.	DS	TBA	Correlation exercise has been completed – LPT objectives align with UHL objectives as expected. Moreover, there is specific reference in LPT plans to joint initiatives and enablers for UHL objectives eg supporting left shift. Correlation exercise also completed between UHL and CCGs (and BCT) which shows strong alignment / no surprises.	5
4	71/15/2	Final 2015-16 Financial Plan to be presented to the May 2015 Trust Board.	DF	TB 7.5.15	Report features on the 7 May 2015 Trust Board agenda.	5
5	71/15/4 (b)	Summary of lessons learned from the development of the Emergency Care business case to be presented to a future IFPIC meeting.	DS	IFPIC 28.5.15	Report provisionally scheduled on the IFPIC agenda for 28 May 2015.	4
6	71/15/4 (c)	Director of Marketing and Communications to acknowledge the support received in respect of planning consent for the emergency floor and give consideration to inviting appropriate individuals to celebrate key milestones within the project timeline.	DMC	TBA	Will be taken forward as part of the communications plan for FBC.	4
7	71/15/5 (b)	Discussion on the health economy actions to address inflow to be held with CCGs on 9 April 2015.	CE	B2B 9.4.15	Complete.	5
8	71/15/5 (c)	Deep dive into health economy actions affecting attendances and admissions to be scheduled at a future Trust Board meeting.	COO	TB 4.6.15	An update will be provided to the Trust Board on 4 June 2015 (once the new LLR plan is in place).	4

* Both numerical and colour keys are to be used in the RAG rating. If target dates are changed this must be shown using ~~struckthrough~~ so that the original date is still visible.

RAG Status Key:	5	Complete	4	On Track	3	Some Delay – expected to be completed as planned	2	Significant Delay – unlikely to be completed as planned	1	Not yet commenced
------------------------	----------	-----------------	----------	-----------------	----------	---	----------	--	----------	--------------------------

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9	72/15/2	Detailed action plan in response to the 2014 National Staff Survey Results to be presented to the July 2015 Trust Board meeting.	ADHR	TB 2.7.15	Report provisionally scheduled on the Trust Board agenda for 2 July 2015.	4

Matters arising from previous Trust Board meetings

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
5 March 2015						
10	49/15/3	Institute of Frail Elderly Medicine Further report on the proposed partnership with DMU and the proposed governance arrangements to be presented to the Trust Board in June 2015.	AMD	TB 4.6.15	Provisionally scheduled on the June 2015 Trust Board agenda.	4
11	49/15/4	PPI and Community Engagement Strategy Formal review to be undertaken in 12 months' time and the outcomes to be reported to the Trust Board.	DMC	TB March 2016	To be scheduled on the appropriate Trust Board agenda.	4
12	52/15/1	Board Assurance Framework 2015-16 version of the BAF to be presented to the Trust Board on 7 May 2015 for approval.	AMD	TB 7.5.15	Report features on the May 2015 Trust Board agenda.	5

* Both numerical and colour keys are to be used in the RAG rating. If target dates are changed this must be shown using ~~strike through~~ so that the original date is still visible.

RAG Status Key:	5	Complete	4	On Track	3	Some Delay – expected to be completed as planned	2	Significant Delay – unlikely to be completed as planned	1	Not yet commenced
------------------------	----------	-----------------	----------	-----------------	----------	---	----------	--	----------	--------------------------