

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

Trust Board Bulletin – 4 February 2016

The following report is attached to this Bulletin as an item for noting, and is circulated to UHL Trust Board members and recipients of public Trust Board papers accordingly:-

- **NHS Trust Over-Sight Self Certification return for the period ended 30 November 2015 (as submitted to the NTDA on 31 December 2015)** – Lead contact point Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8721) – **paper 1**.
- **Quarterly update on Trust sealings** – Lead contact point Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8721) – **paper 2**

It is intended that these papers will not be discussed at the formal Trust Board meeting on 4 February 2016, unless members wish to raise specific points on the reports.

This approach was agreed by the Trust Board on 10 June 2004 (point 7 of paper Q). Any queries should be directed to the specified lead contact point in the first instance. In the event of any further outstanding issues, these may be raised at the Trust Board meeting with the prior agreement of the Chairman.



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OVERSIGHT: MONTHLY SELF-CERTIFICATION REQUIREMENTS - BOARD STATEMENTS MONTHLY DATA.

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST RWE John Adler john.adler@uhl-tr.nhs.uk

SELF CERTIFICATION DETAILS:

Submission Date:

Reporting Year:

Select the Month:

- | | | |
|-------------------------------|---|---------------------------------|
| <input type="radio"/> April | <input type="radio"/> May | <input type="radio"/> June |
| <input type="radio"/> July | <input type="radio"/> August | <input type="radio"/> September |
| <input type="radio"/> October | <input checked="" type="radio"/> November | <input type="radio"/> December |
| <input type="radio"/> January | <input type="radio"/> February | <input type="radio"/> March |

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BOARD STATEMENTS:

CLINICAL
QUALITY FINANCE
GOVERNANCE

The NHS TDA's role is to ensure, on behalf of the Secretary of State, that aspirant FTs are ready to proceed for assessment by Monitor. As such, the processes outlined here replace those previously undertaken by both SHAs and the Department of Health.

In line with the recommendations of the Mid Staffordshire Public Inquiry, the achievement of FT status will only be possible for NHS Trusts that are delivering the key fundamentals of clinical quality, good patient experience, and national and local standards and targets, within the available financial envelope.

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For **CLINICAL QUALITY**, that

1. The Board is satisfied that, to the best of its knowledge and using its own processes and having had regard to the TDA's oversight model (supported by Care Quality Commission information, its own information on serious incidents, patterns of complaints, and including any further metrics it chooses to adopt), the trust has, and will keep in place, effective arrangements for the purpose of monitoring and continually improving the quality of healthcare provided to its patients.

Compliant?

Yes ▼

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For **CLINICAL QUALITY**, that

2. The board is satisfied that plans in place are sufficient to ensure ongoing compliance with the Care Quality Commission's registration requirements.

Compliant?

Risk ▼

Timescale for compliance:

2016-03-31

Response:

Comment where non-compliant or at risk of non-compliance. If N/A please explain why it is Not Applicable to your Trust.

The Trust's private sector partner, Interserve Facilities Management Limited, has recently introduced changes to cleaning and catering services across all three sites. As a consequence, we have seen deterioration in cleaning standards evidenced by our monitoring plus feedback from patients and our own staff. Because of this, we have used our rights within the contract to issue a service warning notice to Interserve as they failed to follow due process with service change. We are also applying the strength of the contract to penalise Interserve and if the levels of cleanliness in our hospitals continue to deteriorate and Interserve refuse to rectify this, then we will use the contractual mechanisms available to us to ensure our hospitals are returned to an appropriate standard.

Following an unannounced inspection of ED on 30 November 2015, the Trust was notified on 4 December 2015 that the CQC had attached conditions to UHL's registration, relating to 15-minute assessment, the sepsis pathway, and nursing and medical workforce skillmix issues. The Trust is now reporting weekly and monthly to the CQC in response to its request for further information on how UHL will rectify these issues. The position will continue to be monitored by the UHL Executive Team, Quality Assurance Committee and Trust Board until the Trust has satisfied the CQC's requirements. This risk will remain open for as long as it takes to meet the requirements of the CQC.

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For **CLINICAL QUALITY**, that

3. The board is satisfied that processes and procedures are in place to ensure all medical practitioners providing care on behalf of the trust have met the relevant registration and revalidation requirements.

Compliant?

Yes ▼

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For **FINANCE**, that

4. The board is satisfied that the trust shall at all times remain a going concern, as defined by the most up to date accounting standards in force from time to time.

Compliant?

Yes ▼

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For **GOVERNANCE**, that

5. The board will ensure that the trust remains at all times compliant with the NTDA accountability framework and shows regard to the NHS Constitution at all times.

Compliant?

Yes ▼

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For **GOVERNANCE** that

6. All current key risks to compliance with the NTDA's Accountability Framework have been identified (raised either internally or by external audit and assessment bodies) and addressed – or there are appropriate action plans in place to address the issues in a timely manner.

Compliant?

Yes ▼

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For **GOVERNANCE** that

7. The board has considered all likely future risks to compliance with the NTDA Accountability Framework and has reviewed appropriate evidence regarding the level of severity, likelihood of a breach occurring and the plans for mitigation of these risks to ensure continued compliance.

Compliant?

Yes ▼

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For **GOVERNANCE**, that

8. The necessary planning, performance management and corporate and clinical risk management processes and mitigation plans are in place to deliver the annual operating plan, including that all audit committee recommendations accepted by the board are implemented satisfactorily.

Compliant?

Yes ▼

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For **GOVERNANCE** that

9. An Annual Governance Statement is in place, and the trust is compliant with the risk management and assurance framework requirements that support the Statement pursuant to the most up to date guidance from HM Treasury (www.hm-treasury.gov.uk).

Compliant?

Yes ▼

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For **GOVERNANCE** that

10. The Board is satisfied that plans in place are sufficient to ensure ongoing compliance with all existing targets as set out in the NTDA oversight model; and a commitment to comply with all known targets going forward.

Compliant?

Risk ▼

Timescale for compliance:

2016-06-30

Response:

Comment where non-compliant or at risk of non-compliance. If N/A please explain why it is Not Applicable to your Trust.

The 17 December 2015 UHL NHS Trust Integrated Finance, Performance and Investment Committee and Quality Assurance Committee received reports identifying the causes of underperformance on the following indicators, and endorsed the remedial actions being taken to achieve compliance. The individual anticipated compliance dates are shown against relevant indicators:-

- ED 4-hour waits UHL+UCC - calendar month (March 2016)
- 12-hour trolley waits in A&E (December 2015)
- RTT 52 weeks + waits - incompletes (March 2016)
- 6-week diagnostic test waiting times (February 2016)
- cancelled patients not offered a date within 28 days of the cancellations UHL (January 2016)
- cancer-2-week wait for urgent GP referral - all suspected cancers (November 2015);
- cancer 31-day (diagnosis to treatment) wait for first treatment - all cancers (February 2016)
- cancer 31-day wait for second or subsequent treatment - surgery (January 2016)
- cancer 62-day (urgent GP referral to treatment) wait for first treatment - all cancers (June 2016)
- cancer waiting 104 days (March 2016)

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For **GOVERNANCE**, that

11. The trust has achieved a minimum of Level 2 performance against the requirements of the Information Governance Toolkit.

Compliant?

Yes ▼

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For **GOVERNANCE**, that

12. The board will ensure that the trust will at all times operate effectively. This includes maintaining its register of interests, ensuring that there are no material conflicts of interest in the board of directors; and that all board positions are filled, or plans are in place to fill any vacancies.

Compliant?

Yes ▼

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For **GOVERNANCE**, that

13. The board is satisfied that all executive and non-executive directors have the appropriate qualifications, experience and skills to discharge their functions effectively, including setting strategy, monitoring and managing performance and risks, and ensuring management capacity and capability.

Compliant?

Yes ▼

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For **GOVERNANCE**, that

14. The board is satisfied that: the management team has the capacity, capability and experience necessary to deliver the annual operating plan; and the management structure in place is adequate to deliver the annual operating plan.

Compliant?

Yes ▼

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UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT TO: TRUST BOARD
DATE: 4 FEBRUARY 2016
REPORT BY: DIRECTOR OF CORPORATE AND LEGAL AFFAIRS
SUBJECT: SEALING OF DOCUMENTS

1. The Trust's Standing Orders (Standing Order 12) set out the approved arrangements for custody of the Trust's seal and the sealing of documents.
2. Appended to this report is a table setting out details of the Trust sealings for the 2015-16 financial year to date (by quarter).
3. The Trust Board is invited to receive and note this information.
4. Reports on Trust sealings will continue to be submitted to the Trust Board on a quarterly basis.

Stephen Ward
Director of Corporate and Legal Affairs

List of Trust Sealings for Quarter 2, 2015/16

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
	NONE			

List of Trust Sealings for Quarter 3, 2015/16

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
30/11/15	Deed of Gift between (1) Thomas Cook Children's Charity and (2) Leicester Hospitals Charity and (3) University Hospitals of Leicester NHS Trust relating to a donation of up to £300,000.00 for the sole purpose of enhancing the new Children's Emergency Department.	3 rd September 2015 32/15	Chairman Assistant Director of Corporate and Legal Affairs	Originals handed to Tim Diggle, Head of Fundraising on 30 November 2015.