

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 6 August 2020

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
6 August 2020						
1	138/20/1	Chairman's monthly report To present a report on the UHL People Strategy to the August 2020 People Process and Performance assurance call – now that the NHS People Plan had been published. Further updates on the People Strategy to be provided to PPC once the workstreams had been fully mapped across.	DPOD	PPPC 27.8.20	Complete. Initial report was presented to PPC on 27.8.20 and further updates have been scheduled accordingly.	5
2a	138/20/2	Acting Chief Executive's monthly report To present a comprehensive report on 2020/21 Winter Planning to the August 2020 People Process and Performance assurance call, with monthly updates being provided to PPC thereafter.	ACOO	PPPC 27.8.20	Complete. Initial report was presented to PPC on 27.8.20 and further updates have been scheduled accordingly.	5
2b	138/20/2	To present a consolidated summary of the actions being taken by UHL in response to the third phase of the NHS response to Covid-19 to the September 2020 Trust Board meeting (as set out in the NHSE/I letter dated 31 July 2020).	ACE	TB 3.9.20	Scheduled for consideration at the informal Trust Board discussion on 10 September 2020.	4
3	138/20/3	Integrated Risk and Assurance report To undertake a detailed review of Principal Risk 8 of the 2020/21 Board Assurance Framework to embed the mitigating actions set out in the third phase of the NHS response to Covid-19.	ACE	ESB 1.9.20 and TB 5.11.20	In progress.	4
4	139/20/1.3	Summary of the 30.7.20 FIC assurance call To provide the Leicester and Leicestershire Healthwatch Chair with a copy of the Trust's Policy for carrying out Quality Impact Assessments prior to the implementation of any cost improvement schemes or service changes (outside the meeting).	MD/CN	Immediate	Complete.	5
2 July 2020						
5	122/20/1	Chairman's monthly report – July 2020 To liaise with the Acting Chief Executive and the Director of Corporate and Legal Affairs to develop initial proposals for future revisions to Trust Board and Board Committee governance arrangements.	CHAIRMAN	TB 3.9.20	In progress and report provisionally scheduled for September 2020 Trust Board meeting.	4

* 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
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Trust Board paper B

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
6	122/20/2	Acting Chief Executive's monthly report – July 2020 To present a report on Winter Planning for 2020/21 to the Trust Board meeting in September 2020.	ACOO	TB 3.9.20 TB 1.10.20	An update on Winter Planning was provided to PPPC on 30.7.20. Provisionally scheduled for informal Trust Board discussion in September with a formal report to the 1.10.20 Trust Board. This action has been superseded by item 2a above.	5
4 June 2020						
7	106/20/1	Chairman's Monthly Report – June 2020 To consider inviting the Leicester and Leicestershire Healthwatch Chair to participate in the relevant section of a future informal Trust Board discussion session on BAME-related issues.	CHAIRMAN/ DCLA	Future informal TB discussion	In hand – provisionally scheduled for 14.8.20. Complete.	5
26 March 2020						
8	72/20/4	Gender pay report 2019/20 To discuss the detail of the report at PPPC, with a future update to the Trust Board in 6 months' time re: any issues and progress (noting the need for any metrics to be appropriately nuanced).	DPOD	Future PPPC TB 1.10.20	In progress and on track to report in October 2020.	4

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