

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 3 June 2021

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
3 June 2021						
1	183/21/4	Restoration and Recovery of Clinical Services To provide regular updates on progress of the restoration and recovery of clinical services to the Trust Board in public.	ACOO <i>D Mitchell</i>	TB (dates to be advised)	Complete – the PPPC report to be presented to public TB in July 2021. Trust Board will continue to receive regular updates.	5
2a	183/21/5	Process for Reviewing Patient Harm To develop proposals for defining the categories of patient harm arising from the Covid-19 pandemic and agree how we ensure the public are informed about the outcomes of this work.	DMD/DSC/DQTEI <i>J Jameson/ M Wightman/ M Durbridge</i>	TB 1.7.21	In progress. The DQTEI has provided the harms data to the DMD on 3.6.21 who is developing proposals accordingly.	4
2b	183/21/5	To liaise with the Director of Strategy and Communications and the Director of Research and Innovation to establish whether differential care was being provided to different sectors and communities of the local population.	DMD/DSC/DR&I <i>J Jameson/ M Wightman/ N Brunskill</i>	TB 1.7.21	The DR&I has advised that external funding has been obtained to progress a research project that will examine inequalities in care and care pathways at UHL, focusing on ethnicity and health outcomes. Progress will be monitored by Leicestershire Academic Health Partnership Board.	5
3a	183/21/6	Board Development To present a further report to the Trust Board in July 2021 to confirm the Chairmanship and membership of each Board Committee and to provide an updated Trust Board meeting timetable for the remainder of 2021/22.	DCLA/CHAIR <i>S Ward/ J MacDonald</i>	TB 1.7.21	Complete – a report features on the Trust Board agenda for 1 July 2021.	5
3b	183/21/6	To present the Terms of Reference for each Board Committee to the Trust Board for ratification on 2 September 2021.	DCLA/CHAIR <i>S Ward/ J MacDonald</i>	TB 2.9.21	Scheduled accordingly for the September 2021 Trust Board meeting.	4
4a	184/21/1	Roadmap to Sustainable Financial Improvement To present regular updates on progress of the Roadmap to Sustainable Financial Improvement to future public Trust Board meetings.	ACE <i>R Brown</i>	TB 1.7.21	Complete – a report features on the Trust Board agenda for 1 July 2021 and regular updates have been scheduled accordingly.	5
4b	184/21/1	To schedule a series of Trust Board ‘deep dive’ reviews into UHL’s Financial Recovery Plan and ensure that suitable arrangements were in place for public transparency and oversight by the LLR ICS.	CFO <i>S Lazarus</i>	Immediate	A Trust Board Workshop has been arranged for 12 August 2021 for the first review of what is emerging in the Medium Term Financial Plan.	5

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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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Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
5	184/21/2.4	Finance and Investment Committee summary 27.5.21 To approve the recommended items relating to the 2021/22 draft half 1 financial plan and the 2021/22 draft capital plan (as appended to the FIC summary).	CFO <i>S Lazarus</i>	Immediate	Complete – approved by the Trust Board on 3.6.21.	5
6 May 2021						
6	148/21/1	System Health Inequalities Framework To schedule future Trust Board discussions on the proposed responses to the Health Inequalities Framework (both at a Trust level and at a System level).	DSC/ CHAIR <i>M Wightman J MacDonald</i>	TB 2.9.21	Will be agreed as part of the schedule of work for 2021/22, to be completed for the 2.9.21 Trust Board.	4
7a	148/21/3	Acting Chief Executive's report – May 2021 To consider the messaging arrangements for patients and public surrounding Covid-19 infection prevention and how to embed this messaging into UHL's recovery and restoration programme to influence the behaviours of patients who were choosing to delay their treatments due to infection prevention concerns. Update to be provided to a future PPPC meeting.	CN <i>C Fox</i>	Future PPPC mtg (date TBA)	Under consideration. The Chief Nurse will inform the Corporate and Committee Services Team of the date on which this report will be submitted to PPPC. The Chief Nurse will be discussing this matter with the Acting Chief Operating Officer and the Communications team and will report on the outcome to the Quality Committee meeting in September 2021.	4
7b	148/21/3	To increase the Trust's focus on reducing emergency hospital readmissions and to present a progress update to a future PPPC meeting.	MD <i>A Furlong</i>	Future PPPC mtg PPPC 30.9.21	Provisionally scheduled for September 2021 PPPC meeting.	4
8a	148/21/4	Restoration and Recovery of Elective Orthopaedic Surgery To hold a discussion with the Leicester and Leicestershire Healthwatch Chair to consider ways in which Healthwatch could support improvements in the communication with patients whose surgery had been delayed due to the impact of Covid-19.	ACOO <i>D Mitchell</i>	Immediate	A meeting was scheduled for 27 May 2021, but this is now being rearranged. Meeting held on 17 June 2021. Actions agreed and review meeting booked for August 2021.	5
8b	148/21/4	To liaise with the Chief Nurse to explore ways in which volunteers could assist in the process for communicating with patients whose surgery had been delayed due to Covid-19.	ACOO <i>D Mitchell</i>	Immediate	Meeting arranged for 30 June 2021 – Deputy Chief Nurse and Deputy Chief Operating Officer are leading on this workstream.	4
8c	148/21/4	To consider ways in which the innovative approach adopted by Professor J Dias in supporting patients waiting for elective surgery could be applied across the Trust (noting the healthcare inequalities agenda) and to brief Trust Board members on the outputs of this work.	ACOO <i>D Mitchell</i>	Future TB mtg TB 1.7.21 TB 2.9.21	A progress update is provisionally scheduled for the Trust Board meeting in July September 2021.	4

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Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9	149/21/2	Integrated Risk Report and BAF To work with the Executive Team to develop the 2021/22 BAF and present (a) a draft BAF for discussion at the Trust Board thinking day on 10 June 2021, and (b) the final BAF for approval at the Trust Board meeting on 1 July 2021.	DCLA/ HoR&A <i>S Ward R Manton</i>	TB 2.9.21	A report is provisionally timetabled for the Trust Board on 2 September 2021.	4
10	149/21/3.3	People Process and Performance Committee Summary 29.4.21 To schedule a discussion on the action plan to respond to UHL's Staff Survey results at a future Trust Board meeting.	CPO <i>H Wyton</i>	TB 2.9.21	The Chief People Officer will submit a report to the Trust Board in September 2021, once the 'free text' data has been received and incorporated into the CMG and Directorate-level action plans.	4
1 April 2021						
11	115/21/2	Chairman's briefing report – April 2021 To consider the scope to nominate an Executive Director Champion for disabled patients and staff.	ACE <i>R Brown</i>	As appropriate	Under consideration.	4

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