University Hospitals of Leicester NHS Trust

Progress of actions arising from the Trust Board meeting held on Thursday 9 November 2023

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9 November 2023 *(approvals recorded in the formal minutes only)*						
1	360/21	***Patient story – self-administration of medicines (SAM)*** To explore (outside the meeting) what the blockers had been to implementing SAM as quickly as had been hoped.	**CN** J Hogg	**Immediate**	Work in progress.	**4**
2	362/23/5	***OPC escalation report 25.10.23: impact of Leicestershire County Council's changes to the process for assessments and approvals for patients*** To update OPC on contact with the LLR ICB re: the impact of Leicestershire County Council's changes to the process for assessments and approvals for patients (as escalated to the UEC Group).	**CE** R Mitchell	**Future OPC**	Discussed further at the 29.11.23 OPC.	**4**
3	362/23/6	***Quality Committee escalation report 26.10.23: Perinatal Mortality: MBRRACE Summary Report*** To include the targeted work to communicate with specific community groups and sectors, in the epidemiological review update being presented in February 2024.	**MD/ DHEI** A Furlong/ R Abeyratne	**QC 29.2.24**	To be scheduled accordingly.	**5**
4	368/23	***Colleague Support Policy*** At the next scheduled review of this policy (2 years), to undertake a review of whether/how staff preference is appropriately taken into account when deciding which type of leave is given.	**CPO** C Teeney	**Next review (Nov 2025)**	To be taken into account accordingly.	**5**
5	372/23	***Public questions: operations cancelled on the day and not rebooked within 28 days*** To explore whether it is possible to confirm what % of operations cancelled on the day and not rebooked within 28 days have a patient choice aspect.	**COO** J Melbourne	**Before next TB**	The COO subsequently advised that it is not possible to extract this data with the Trust's current IT system. Action closed.	**5**
12 October 2023 *(approvals recorded in the formal minutes only)*						
6	332/23/1	***EPRR Annual Report***	**AC NED**	**For future Audit**	This item will be scheduled on the agenda of a future Audit Committee for consideration.	**4**

* Both numerical and colour keys are to be used in the RAG rating. If target dates are changed this must be shown using ~~strikethrough~~ 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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		The Audit Committee to consider, at a future meeting, whether undertaking a live test exercise every three years is sufficient in light of the pace of digital /climate change etc.	**Chair / CCSO**	**Committee**		
10 August 2023						
7	245/23/1	***Escalation Report from FIC – 28 July 2023*** To focus on capital and capital planning at a future Trust Board Development Session, as per FIC's recommendation to the Trust Board.	**CFO** **L Hooper** **DCLA** **B Cassidy**	**For potential scheduling at a future TBDS**	Proposed for ~~October~~ November 2023 Board Development (as confirmed by DCLA via email on 21.9.23, following cancellation of October 2023 TBDS). Now likely to be January 2024.	**4**
8	246/23/1	***Research and Innovation Quarterly Report*** Following agreement that a quarterly report should be submitted to the Trust Board focused on education and training across the disciplines, to continue to progress plans to strengthen the report submitted to the People and Culture Committee (PCC) and submit this report thereafter to the Trust Board on a quarterly basis.	**CPO** **C Teeney**	**PCC Nov and TB ~~Dec 23~~ April 2024+**	The report will be received by the People and Culture Committee in November 2023 with an update to the Trust Board in December 2023 (as confirmed via email by the CPO on 7.9.23). **On the PCC agenda for 30.11.23. Confirmed that quarterly updates to Trust Board will start from April 2024 via People and Culture Committee.**	**5**

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