

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**Trust Board Bulletin – 25 September 2014**

The following reports are attached to this Bulletin as items for noting, and are circulated to UHL Trust Board members and recipients of public Trust Board papers accordingly:-

- **Board Effectiveness Action Plan** – Lead contact point Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8615) – **paper 1**, and
- **Listening into Action (LiA) update** – Lead contact point Ms K Bradley, Director of Human Resources (0116 258 8903) – **paper 2**;

**It is intended that these papers will not be discussed at the formal Trust Board meeting on 25 September 2014, 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.

<b>To:</b>	Trust Board		
<b>From:</b>	ACTING CHAIR AND DIRECTOR OF CORPORATE AND LEGAL AFFAIRS		
<b>Date:</b>	25 SEPTEMBER 2014		
<b>CQC regulation:</b>	N/A		
<b>Title:</b>	BOARD EFFECTIVENESS ACTION PLAN		
<b>Author/Responsible Director:</b> DIRECTOR OF COPORATE AND LEGAL AFFAIRS			
<b>Purpose of the Report:</b> To update the Trust Board on the implementation of the Board effectiveness action plan.			
<b>The Report is provided to the Committee for:</b>			
Decision		Discussion	
Assurance		Endorsement	
		√	
<b>Summary / Key Points:</b> The attached action plan was approved by the Trust Board at its meeting on 31 July 2014. It was agreed by the Board to receive an update at each Board meeting on the implementation of the action plan.			
<b>Recommendations:</b> To receive and note the report.			
<b>Previously considered at another corporate UHL Committee?</b> Action plan approved by the Trust Board on 31 July 2014.			
<b>Strategic Risk Register:</b> N/A		<b>Performance KPIs year to date:</b> N/A	
<b>Resource Implications (e.g. Financial, HR):</b> The proposed appointment of a Board Coach will have resource implications.			
<b>Assurance Implications:</b> N/A			
<b>Patient and Public Involvement (PPI) Implications:</b> N/A			
<b>Stakeholder Engagement Implications:</b> N/A			
<b>Equality Impact:</b> None associated with the implementation of the action plan appended.			
<b>Information exempt from Disclosure:</b> N/A			
<b>Requirement for further review?</b> Trust Board to receive an update at each public Trust Board meeting.			

## ACTION TRACKER FOR THE BOARD EFFECTIVENESS ACTION PLAN 2014/15

<b>Monitoring body (Internal and/or External):</b>	Trust Board
<b>Reason for action plan:</b>	To strengthen the effectiveness of the Trust Board
<b>Date of this review</b>	<b>September 2014</b>
<b>Frequency of review:</b>	Monthly
<b>Date of last review:</b>	July 2014

REF	What will be different?	What will we do to make it different?	Lead Officer	Lead Director	Date to be completed	Progress/Update	Status
<b>Workstream 1: Formulating Strategy</b>							
1.1	There will be a clear/shared outcome of the Board's role in formulating and determining strategy reflected in a systematic, iterative process for engaging CMGs/Executive Team/external partners/stakeholders and the Trust Board.	Trust Board to agree a revised strategic planning process which will : <ul style="list-style-type: none"> <li>• Be clear and transparent;</li> <li>• Describe how CMGs will be engaged;</li> <li>• Describe how the external environment will be assessed and managed;</li> <li>• Agree the minimum products that CMGs will produce in the planning round;</li> <li>• Identify the Board meeting dates at which strategic business will be transacted.</li> </ul>	HBPD	DS	31.7.14	A report entitled 'Developing a strategic planning function for 2014/15 and beyond' was approved by the Trust Board on 31 July 2014.	5

<b>Status key:</b>	5	Complete	4	On track	3	Some delay – expect to completed as planned	2	Significant delay – unlikely to be completed as planned	1	Not yet commenced	0	Objective Revised
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REF	What will be different?	What will we do to make it different?	Lead Officer	Lead Director	Date to be completed	Progress/Update	Status
<b>Workstream 2: Ensuring Accountability</b>							
2.1	'Intelligence' for the Board will be reshaped to improve insight which assures/warns we are or are not delivering the Trust's strategy.	Revise the Trust's quality and performance report.	ADI	CN	31.8.14	New quality and performance report discussed at Trust Board development session on 14 <sup>th</sup> August 2014 and revised version submitted to the Trust Board on 28 <sup>th</sup> August 2014.	5
		Revise the Trust's Board Assurance Framework	DSR	CN	31.8.14	New version of Board Assurance Framework developed : revised version submitted to and approved by the Trust Board on 31 July 2014; and fully populated version submitted to the Trust Board on 28 <sup>th</sup> August 2014.	5
		Commence bi-annual reporting to Trust Board on the delivery of Caring at its Best	STA	DCLA	31.10.14	First report on 'Caring at its Best' delivery for H1 2014/15 scheduled for submission to the Trust Board on 30 <sup>th</sup> October 2014.	4
2.2	Re-sequencing of Board and Board Committee meetings to ensure more effective and formal assurance.	Trust Board to agree a revised calendar of Board and Board Committee meetings.	STA	DCLA	31.8.14	The sequencing of Trust Board meetings will change from January 2015. Trust Board meetings will take place in the first week of the month from January 2015, commencing 8 January 2015. Board members have been canvassed on their availability for new Board meeting dates to March 2016 and these were included in the Trust Board bulletin for 28 <sup>th</sup> August 2014.	5

<b>Status key:</b>	<b>5</b> Complete	<b>4</b> On track	<b>3</b> Some delay – expect to completed as planned	<b>2</b> Significant delay – unlikely to be completed as planned	<b>1</b> Not yet commenced	<b>0</b> Objective Revised
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2.3	Re-ordering of business to be transacted at Trust Board meetings to take the most important items early.	Implement a revised approach to the ordering of Trust Board business.	STA	DCLA	31.8.14	In consultation with the Acting Chair and Chief Executive, a revised approach to the ordering of Trust Board business has been implemented with effect from the Trust Board meeting on 28 <sup>th</sup> August 2014.	5
2.4	Reduce the amount of time taken up at Trust Board and Board Committees in 'covering the same ground' and ensure that the Board and its Committees are a focus for escalation – with detailed intelligence primarily provided in the form of exception reports – while ensuring that we also take time to celebrate success.	Map what information goes where against the Board assurance '3 lines of defence'.	DCLA	DCLA	30.9.14	The new Chair has confirmed his wish to review the operation of the Trust Board and its Committees on taking up his post on 1 <sup>st</sup> October 2014. In the interim, the Director of Corporate and Legal Affairs has continued to liaise with the Acting Chair if it is proposed that any items of business be submitted to a Board Committee as well as to the Trust Board in order to minimise duplication of business wherever possible.	4
		Standardise exception reporting in line with the production of a new quality and performance report.	ADI	CN	31.8.14	New quality and performance report developed and revised version submitted to the Trust Board on 28 <sup>th</sup> August 2014 : exception reports appended to the new format report.	5
2.5	Improved Trust Board profile by putting in place regular feedback from the Board to staff so that staff understand the Trust's key priorities and how they contribute as individual staff members to delivering these priorities.	Summary of up to 5 key decisions/discussions will be agreed by the Trust Board at the close of each Board meeting and communicated to all staff via a 'Chair's Bulletin'.	Acting Chair/ HOC	DCM	31.10.14	At its meeting on 31 July 2014, the Trust Board instituted a new approach of agreeing the key headlines for this month's 'Chair's Bulletin'. The Bulletin will be communicated to all staff. An item to agree the 'Chair's Bulletin' will feature as a standard item on all Trust Board agendas following the commencement in post of the new Trust Chair on 1 October 2014.	4

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REF	What will be different?	What will we do to make it different?	Lead Officer	Lead Director	Date to be completed	Progress/Update	Status
<b>Workstream 3: Shaping A Healthy Culture, Corporate Working and Good Social Processes</b>							
3.1	There will be focused and systematic Trust Board engagement with CMGs and clinical leaders.	Quarterly informal Trust Board/CMG clinical leaders sessions to be established.	CE	CE	To commence from Q3 2014/15	Consideration being given by Chief Executive to the purpose and most appropriate format of the Trust Board/CMG clinical leaders sessions.	4
3.2	A Board 'Coach' will be appointed to support and challenge the Board in its quest to become more effective.	The Trust Board will agree a clear specification for the role of Board 'Coach' and make an appointment.	DHR	DHR	To be confirmed with the newly appointed Trust Chair	Director of Human Resources in discussion with The Foresight Partnership on the appointment of Board 'Coach'. Sue Rubinstein has agreed to act as the Board Coach but this is subject to agreement with the newly appointed Trust Chair.	4
3.3	The Trust Board will discuss and agree :  (a) the overall leadership model that the Board (in its role) and Executive Team (in its role) are seeking to build; and (b) the Board culture that it is seeking to shape and exemplify, and the need for positive alignment between Board and organisational culture shaping activity.	Dedicate a Trust Board development session, facilitated by the person appointed as Board 'Coach' (see item 3.2 above), to discuss and agree our position.	DHR	DHR	To be confirmed with the newly appointed Trust Chair	As above.	4

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REF	What will be different?	What will we do to make it different?	Lead Officer	Lead Director	Date to be completed	Progress/Update	Status
3.4	The Trust Board will discuss and agree its role in shaping leadership, as part of a systematic approach to engagement.	Dedicate a Trust Board development session to discuss and agree our position on this subject.	DCM/ DS	CE/DCM/DS	End Q2 2014/15	Trust Board development session 18 <sup>th</sup> September 2014 earmarked for this purpose.	4

KEY	
<b>LEAD OFFICER</b>	
ADI	Assistant Director of Information
DSR	Director of Safety and Risk
HBPD	Head of Business Planning and Development
HOC	Head of Communications
STA	Senior Trust Administrator
<b>LEAD DIRECTOR</b>	
CE	Chief Executive
CN	Chief Nurse
DCLA	Director of Corporate and Legal Affairs
DMC	Director of Marketing and Communications
DHR	Director of Human Resources
DS	Director of Strategy

Stephen Ward  
Director of Corporate and Legal Affairs

17<sup>th</sup> September 2014

Status key:	<b>5</b> Complete	<b>4</b> On track	<b>3</b> Some delay – expect to completed as planned	<b>2</b> Significant delay – unlikely to be completed as planned	<b>1</b> Not yet commenced	<b>0</b> Objective Revised
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# Learning into Action Newsletter

## Our future depends on it

### Dear colleagues,

Welcome to the first edition of our Learning into Action Newsletter. This informative eBulletin has been designed to keep you up to date on the fantastic work that's happening in training and development, as well as sharing some of the great events, activities and benefits available to our staff.

We are proud to announce that we have successfully achieved the Skills Health Quality Mark. This is a new benchmark for outstanding health care training and provides a framework that defines and endorses superior learning and training standards.

We are amongst the first in the UK's health sector to be awarded the Quality Mark, which focuses on the key factors that underpin high-quality teaching, learning and assessment and is administered by the National Skills Academy for Health.

As a training provider, achieving the Quality Mark demonstrates we have met the unique health sector quality framework for learning and training. It provides a robust and systematic process for measuring the quality of our training and learning provision, giving both internal and external colleagues, service users and commissioners greater confidence that the training we offer has been quality-assured by an external auditor. It also paves the way for new business opportunities and allows us to benchmark our organisation's training standards against a recognised audit standard.

We were inspected on Thursday 28 August and have received the official report to confirm we have been awarded the Quality Mark following verification and validation by the 'National Skills Academy Review Panel' in September.

Overall the Inspectors were **very impressed** with all aspects of the on-site visit, the quality of the evidence sent in advance in addition to the level of



## Quality Mark

transparency and structure of the evidence presented. The inspectors commented on the enthusiasm and motivation of the Learning and OD Team and found them to be close knit. They particularly highlighted that it was evident that delivery staff felt valued.

High level findings from the on-line survey confirm that 65% of respondents rated our training provision as excellent, 35% rated as good with 1 satisfactory response!. The inspectors identified areas of best practice and case studies that they will promote through the National Skills Academy and Skills for Health.



**John Adler**  
Chief Executive

## Leadership into Action Showcase

Our Leadership Showcase Event was hosted by our Chief Executive, John Adler, on Thursday 11th September.

This event showcased service improvement projects and initiatives and we celebrated the achievements of our staff who have accessed a range of programmes throughout the year, sharing the 'so what' difference made from exposure to the learning.



We presented our 'Love our Learners in Leadership Awards' sponsored by Health Education East Midlands.

- Highly Commended**  
Marie Hubbard Neonatal Research Nurse ILM Level 3 Programme
- Winner**  
Anusha Patel Specialist Clinical Pharmacist Emerging Leaders Programme



## Staff sickness absence reporting

Sickness absence is now reported a month in arrears to ensure accuracy of data for reporting purposes.

The sickness rate for May 2014 was 3.56%, with an overall 3.44% rate for the last 12 month rolling period. This means we are cumulatively achieving the target of 3.4%, but are slightly above the Trust stretch target of 3%.

When reviewing the reasons for sickness absence, some of the most common reasons are stress/depression, musculoskeletal problems and pregnancy-related sickness.

To support staff, the Emotional Resilience Workshops are continuing with a revised format to increase the places available. AMICA are also hosting a new Well-Being Discussion Group, the first session is taking place on Tuesday 25 September.

The fast track physiotherapy provision through Occupational Health remains in place, as well as the self referral provision at Glenfield Hospital. In addition a physiotherapy self-referral pilot was launched at Leicester Royal Infirmary on Monday 4 August 2014 and will continue until Friday 27 February 2015.

In the last quarter, we have seen a reduction in stress/depression absence from 152 to 103 episodes and back/musculoskeletal absences from 299 to 248.

To support pregnant employees, a New and Expectant Mothers Risk Assessment has been introduced with support and advice from Occupational Health. The Health and Wellbeing Group are now working with Maternity Services to meet the cost of a Pregnancy Workshop for UHL pregnant employees to support their health and wellbeing in the early stages of pregnancy.



## Emotional Resilience Self Care Course

Our Occupational Health team and AMICA staff counselling service have been working in partnership for two years to deliver emotional resilience courses.

The sessions, funded by charitable funds and well-being monies, are available to all staff groups and have been attended by over 200 members of staff so far.

The workshop intends to provide a safe, therapeutic learning environment to assist in the development of emotional resilience and overall enhancement of wellbeing, and emulates the Trust value of focussing on what matters most – our staff.

Two workshops have been developed for 2014. The first, hosted in May 2014, was attended by 50 staff. The second, planned for Wednesday 17 September, is proving even more popular with 101 staff currently booked to attend, with a reserve list being taken in the event of cancellations.

Further courses are planned for 2015 and appropriate funding is being sought to ensure this well evaluated workshop continues to build emotional resilience in our staff for the future.

## Knighton Street Makeover

Hopefully you will have all noticed the changes being made to the ground floor of Knighton Street Offices. This area is currently in the middle of refurbishment to receive new doors, a disabled toilet, flooring and a fresh coat of paint. This work, along with new signage and technology should enhance the learning experience of everyone visiting the centre. We would like to take this opportunity to thank the LiA team in supporting our bid for the work to progress.



## The Directions Service

Did you know we are here to help?

Our impartial service supported by the HR Training Department offers confidential advice and guidance to staff which can help you make the right decisions on career progression and development opportunities.

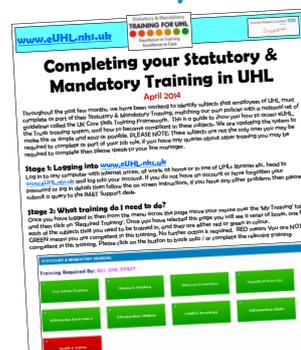


Information, Advice and Guidance

Contact the Directions Service on 0116 258 4288 (LGH), 0116 250 2488 (GH), 0116 258 5397 (LRI) or email: [thedirectionsservice@uhl-tr.nhs.uk](mailto:thedirectionsservice@uhl-tr.nhs.uk)

## Is your statutory & mandatory training up to date?

You can find out more by visiting our UHL Guide to Statutory and Mandatory Training or can check your training status by simply logging into your [www.euhl.nhs.uk](http://www.euhl.nhs.uk) account!



## 'HR Systems and Payroll – Operations and Projects'

The team have been busy ensuring the delivery and development of their operational services '**ESR Administration**' and '**SMART Absence**' plus ensuring our payroll services continue to deliver to high standards.

### Some key achievements over the past year include:

- A range of developments to integrate Occupational Health, eRostering and Bank systems into Electronic Staff Record (ESR) including electronic pay claims
- Through our on-boarding and other eSolutions assist bulk recruitment ensuring new starters receive a smooth process to get paid.
- The modernisation of payroll operation with Electronic Claim Submission and other solutions has cut out over 5,000 sheets of paper per month going to our Payroll teams!
- The team delivered the largest single organisational national pilot of Total Reward Statements ('TRS') during 2013 and we're prepared for the national launch this year.



Our '**HR Systems and Payroll – Operations and Projects**' team remains **passionate and creative in their work** by finding best solutions to enhance employee experience and service development.



The team also **focuses on what matters most** by ensuring ESR and Payroll services are delivered high standard allowing staff to concentrate on their job roles.

**Total Reward Statements**

Totally about you



## 'Salary Maxing' schemes

Our '**Salary Maxing**' range of employee benefit schemes are continuing to expand and has even received national recognition! All of our schemes all designed to make your salary go further.



Our schemes ensure **we are passionate and creative in our work** by finding innovative solutions to aiding employee recruitment and retention. We also ensure we celebrate success for individuals and the schemes.

### Our most recent schemes include:

- '**Salary Maxing** Car Scheme' is an all-inclusive, smart motoring package enabling you to drive a brand new, fully maintained and insured car for three years, all for a fixed monthly cost. We were 'highly commended' by the National Pay and Benefits Award 2014 for our scheme, despite only being a year old! The '**Salary Maxing**' team have even negotiated for a selection of lucky employees to trial a 100% electric car sporting the '**Salary Maxing**' Cars logo!
- '**Salary Maxing** Take IT Home' provides IT technology for use at home with inclusive warranty and accidental damage cover to ensure you're covered for three years of worry free IT!
- '**Salary Maxing** Cycles' gives you access to a massive range of cycles and cycling safety accessories - all you need to get fit by riding to work!

The new '**Salary Maxing**' schemes have joined our long term schemes such as '**UHL's Childcare Voucher Scheme**' which helps reduce the true costs of your childcare, '**Park and Save**' which offers onsite car parking and '**Salary Maxing** for Accommodation' which offers living accommodation to staff residing at Leicester General and Glenfield Hospitals.



## Apprenticeships

We are busy recruiting into more than 50 apprenticeship vacancies including Health, Customer Care and Business Administration Programmes.

Working alongside health professionals, the aim of the Programme is to provide apprentices with the skills and knowledge needed to become competent in supporting health care in clinical and non-clinical environments.

## UHL Success Stories

Along the way several of our apprentices have successfully secured positions in UHL.

**Cameron Chapman** is due to complete his Level 2 qualification in Customer Services in September.



*"The apprenticeship was great for getting my foot in the door and allowing me to familiarise myself with the hospital environment and my job role. The study days helped me with customer satisfaction skills and what was expected of me in the workplace. I have really enjoyed the entire experience, especially being able to essentially work full time."*



**Leah Franklin** completed a Level 2 qualification in Health Care Support Services and has successfully been appointed as a Nuclear Medicine ATO.

*"I feel the Apprenticeship scheme was a great starting point, it helped me progress to securing a full time position in Nuclear Medicine. I hope to continue my development in this career and will keep you posted on how my journey goes!"*

**Leahs manager Robin Jenkins said:**

"We've had two apprentices in Nuclear Medicine over the past couple of years and have found them both to be very helpful and enthusiastic, so we're extremely pleased we will soon have a

third. It has proved to be a useful exercise which has given us the chance to evaluate the apprentice before offering a job. We only had one available vacancy, which was offered to Leah and we now hope to teach her some basic but very useful skills in a service that most people never see.

I would also have no hesitation in recommending our other apprentice and wish them the best of luck for their future career."

For further information visit [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)



## NEW! AMICA Well-being Discussion Group

We realise a stressful and demanding working environment can sometimes take its toll, and with few options available, some may opt for one-to-one counselling when all they really need is a chance to talk things through with like-minded people.

This free, informal discussion group allows members of staff to openly talk about whatever is on their mind. Whether its

work related or personal, AMICA are here to support you.

**For our first discussion, we plan to talk about managing change will take place from 12pm – 2pm on Thursday 25 September in the Beech Room, Knighton Street Offices**

**For more information, please see AMICA Well-being Discussion Group on INsite**





## Caring at its best Awards

The awards team are busy organising the Annual Awards Ceremony 2014 which will be held on Thursday 25 September. All of our winners from the winter 2013, spring 2014 and summer 2014 awards are invited to the annual ceremony, where their outstanding success will be celebrated.

On the night, an overall winner in each category will be announced, along with our Volunteer of the Year 2014. Highlights from the ceremony will be shared in October's Together magazine.

If you would like to see all of this year's winners and highly commended, or would like to nominate an individual or team for the next round of awards, please visit the Caring at its Best Awards on INsite

## The Summer 2014 awards winners were:



**We treat people how we would like to be treated**

**Winner:**

Sue Bell,  
Senior Sister, Glenfield

**Highly commended:**

Lucy Claypole,  
Ward 26 Housekeeper,  
Glenfield



**We are passionate and creative in our work**

**Winner:**

Richard May,  
Education and Practice  
Development Nurse

**Highly commended:**

Midwives Joan Morrissey and  
Amanda Gillott,  
General Hospital



**We do what we say we are going to do**

**Winner:**

Paul Harrison,  
Materials Management  
Assistant, Royal Infirmary

**Highly commended:**

Ellen Swinburn,  
HRSS Team Leader



**We are one team and we work best when we work together**

**Winner:**

Leicester and Loughborough  
Renal Community Team

**Highly commended:**

Brain Injury Team,  
General Hospital



**We focus on what matters most**

**Winner:**

Cathy Lea,  
Imaging Service Manager

**Highly commended:**

Helen Mancini, Organisational  
Development Manager



**Caring at its best award - Public nomination**

**Winner:** New Years Day team  
on duty, Ward 39, Osborne  
Building, Royal Infirmary

**Highly commended:**

Kinmonth Unit staff,  
Royal Infirmary

## Organisational Development Plan

**2014-16** Over the next two years we will adopt five Organisational Development Objectives.

### Key actions:

#### 1. Live our Values

This is crucial to 'Delivering Caring at its Best'. Key actions include:

- Introducing values based recruitment
- Delivering our Reward and Recognition Strategy (2014-16)
- Continue to showcase excellence through our Caring at its Best Awards

#### 2. Improve Two-way Engagement and Empower our People by:

- Building on 'Health and Well Being' and 'Resilience at Work' programmes and
- Embedding 'Listening into Action'

#### 3. Strengthen Leadership:

**Implement the 5 work streams of the 'Leadership into Action Strategy (2014-16):**

1. Learn to lead
2. Feedback to improve

3. Build shared networks
4. Harness talent to grow
5. Cultivate team excellence

#### 4. Enhance Workplace Learning by continuing to:

- Support lifelong learning and staff development:
- Increase compliance against 'Statutory, Mandatory and essential job Training'
- Improve the quality of appraisal

#### 5. Quality Improvement and Innovation:

- The OD Plan will underpin the Clinical, Research and Educational Strategy
- Work in partnership with LIIPS to encourage creativity and innovation that is patient focused, safe, efficient and effective and a driver for quality.

We will monitor 'how we are doing' through our '**Organisational Health Dashboard**'.



For further information

**please contact:**  
**Helen Mancini**  
Organisational  
Development  
Specialist



## We welcome

### The Core Training team

In April, **Ed Thurlow**, Core Training Lead and Apprentice, **Mohamed Sulemangibai**, moved from Clinical Education to the Learning and Organisational Development team. Ed has been with the Trust since 2005 and for a number of years has been heavily involved in developing eUHL applications, such as Team Builder and Dashboard. Mohamed has been great in supporting users and system administration.

More recently they have also been joined by **Sanjay Kukadia**, Multimedia Developer. Sanjay is continuing to create and develop eLearning and eUHL. The team are working on new eLearning modules to improve our Statutory & Mandatory Training compliance targets as well as other learning to support staff skills and competencies.

Ed said: *"The Core Training Team, although new, is making a big impression on the Trust"*.

### Farewell to



**Nicky McCormack**

In 2001, following a successful clinical career (we won't mention how many years), Nicky joined the Learning and

Organisational Development team.

In June 2014, Nicky left her Training & Development Manger role at the Trust to become the Wider Workforce Manager, working with the Health Education East Midlands (HEEM) Workforce Team for Leicestershire. She still works closely with us on various training and funding streams which support learning and development for staff across LLR.

To help us improve on the information and news we share, we value your feedback. Please email your comments to **Sharon King**, Training and Development Manager [sharon.king@uhl-tr.nhs.uk](mailto:sharon.king@uhl-tr.nhs.uk)

### New Learning & Organisational Development team members

**Liz Allison** joined the team at the beginning of August as a Training & Development Manager. Liz explains more:



*"I'm delighted to join UHL and feel fortunate to be working within a great team who have made me feel very welcome. Not having worked in the Health sector before I am already finding there is a whole new language and abbreviations to learn. My previous experience was in funding further education having worked for 12 years for the National Apprenticeship Service working with learners, colleges, training providers and employers. I am a strong believer in the benefits of large employers growing their own sustainable workforce through the apprenticeship route so hearing of UHL support for Apprenticeships is music to my ears."*

We welcome Trainer, **Jude George** back



to the team at an exciting time as we are involved in the development and delivery of new programmes for 2014/15. Jude has a wealth of experience and knowledge in the health sector and we welcome Jude's fresh ideas, enthusiasm and energy, especially in the development of our new Level 5 Higher Apprenticeship (Assistant Practitioner) Programme.

**Ali Reay** has been successful in securing a secondment opportunity within the HR Training Team.



She joined us on Monday 1 September and will be working three days a week, continuing with two days working in her current role as a Human Resources Advisor in HR Generalist Team.



**well-being@work**  
be healthy, have fun

**Know Your Numbers week**  
Monday 15 – Sunday 21 September  
12pm – 2.30pm

Roadshow in the main restaurant at each hospital site. Opportunity for staff to have a free blood pressure check by Occupational Health staff.



**Darts Night**  
Friday 10 October  
6pm - 9pm

Rileys Sports Club, Deacon St, LE2 7EE



For full details of all activities and events please go to the Well-being at Work website. Any queries please email **Marcella Burgess** at [Wellbeing@uhl-tr.nhs.uk](mailto:Wellbeing@uhl-tr.nhs.uk)

The Well-being at Work team will also be hosting **Christmas Market and Shopping trips in November and December**, look out for more information on INsite.

**Quiz Night**  
Friday 14 November  
6pm - 9pm

MORE restaurant, 62a London Rd, LE2 0QD, NHS Staff Discount: MORE restaurants also offers 15% off all main meals including those for friends and family, upon presentation of your UHL photo ID badge



**UHLotto**

If you would like to join the staff lottery for a chance to win prizes and help to fund activities such as the Fun Day, please see INsite.