

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 3 September 2020

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
3 September 2020						
1	162/20/2	Chairman's monthly report – September 2020 To schedule quarterly updates to the Trust Board on UHL's organisational priorities.	DCLA	With effect from TB 3.12.20	Scheduled accordingly.	5
1a	162/20/2	To arrange for the December 2020 update on UHL's organisational priorities to include clarity on the role and function of the report and how the monitoring arrangements would align with the monitoring arrangements for the Board Assurance Framework and the Strategic and Operational Risk Registers.	DCLA	TB 3.12.20	Will be included in the report referred to at action 1 above.	5
2	162/20/4	Understanding Health Inequalities To present monthly reports to the Trust Board on the arrangements for addressing healthcare inequalities (to include a focus on a specific theme each month).	DSC	TB monthly basis	Scheduled accordingly.	5
3	162/20/5	Seroprevalance of Covid-19 in Healthcare Workers at UHL To consider opportunities for the People, Process and Performance Committee to focus upon the assurance and lessons learned from the staff antibody testing programme.	PPPC Chair/ DPOD	Future PPPC meeting	Report discussed at September 2020 PPPC meeting.	5
4	162/20/6	LLR System Expectations and Actions To support the draft LLR System Expectations and Actions for approval within the wider LLR System (subject to appropriate engagement with the relevant stakeholders).	DSC	Immediate	Will be progressed with System partners.	5
5	162/20/7	Emergency Preparedness Resilience and Response (EPRR) Annual Report 2020/21 To approve the EPRR Annual Report for 2020/21 and the associated work programme.	ACOO	Immediate	Complete – approved by the Trust Board on 3.9.20.	5
5a	162/20/7	To consider scheduling a series of 'deep-dive' reports on specific EPRR issues to be presented at the People, Process and Performance Committee.	PPPC Chair/ ACOO	Future PPPC meetings	Will be scheduled accordingly.	5

* 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	163/20/1.1	Quality and Outcomes Committee summary 27.8.20 To approve the Learning from Deaths quarterly report as appended to paper I1.	MD	Immediate	Complete – approved by the Trust Board on 3.9.20.	5
7	163/20/1.2	People Process and Performance Committee summary 27.8.20 To present a few slides to the October 2020 Trust Board meeting illustrating the key messages surrounding Covid-19 secure arrangements for patients attending hospital appointments.	DSC	TB 1.10.20	Will be the subject of an oral report at the Board meeting on 1.10.20.	4
8	163/20/1.3	Finance and Investment Committee summary 27.8.20 To consider seeking an Internal Audit review of UHL's contract management process.	AC CHAIR/ ICFO	AC 6.11.20	Matter referred to Audit Committee for consideration at its next meeting.	5
6 August 2020						
9b	138/20/2	Acting Chief Executive's monthly report 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 TB 1.10.20	Considered at the informal Trust Board discussion on 10 September 2020 and at FIC/QOC and PPPC September 2020.	5
10	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 hand.	5
2 July 2020						
11	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.	CHAIR MAN	TB 3.9.20	Actioned.	5
26 March 2020						
12	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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