

University Hospitals of Leicester NHS Trust  
Progress of actions arising from the Trust Board meeting held on **Thursday 7 May 2020**

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
<b>7 May 2020</b>						
1.	89/20/2	<b>Covid-19 presentation by the Acting Chief Executive</b> To provide a further update to the June 2020 Trust Board, including information on the wider partnership actions (eg with primary care).	ACE	TB 4.6.20	Provisionally included on the Trust Board agenda for 4.6.20.	5
1a	89/20/2	To amend the 'next steps' to include the impact of Covid-19 on UHL's risk assessment/risk profile (eg, impact on existing Principal Risks/need for any new Principal Risks).	ACE	For next iteration	Will be actioned accordingly.	5
1b	89/20/2	To sight the Trust Board and Board Committees (as appropriate) to UHL's work re: the gap analysis on the latest restoration guidance.	ACE	June 2020	Actioned via reports to Board Committees May 2020 and presentation to be made to Trust Board on 4.6.20.	5
2.	90/20/1	<b>Reports from the April 2020 Board Committee assurance conference calls</b> To include the names of the participants in future such summaries.	CCSM	Immediate	Will be actioned for the May 2020 assurance conference calls onward.	5
3.	90/20/2	<b>Clinical Research Network East Midlands (CRN EM) annual plan 2020/21</b> To approve the CRN EM annual plan 2020/21 as presented.	MD	Immediate	Actioned at the 7.5.20 Trust Board.	5
4.	90/20/3	<b>Trust Board and Board Committees – revised governance arrangements April – June 2020</b> To approve the revised governance arrangements as presented.	ALL	Immediate	Actioned.	5
<b>26 March 2020</b>						
5.	72/20/4	<b>Gender pay report 2019/20</b> 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.	4
<b>5 March 2020</b>						

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6.	55/20/2	<b>Chairman's report – March 2020</b> To consider inviting a speaker from Coventry to attend a future Trust Board thinking day on the theme of addressing health inequalities from an Acute health provider perspective.	Chairman/ DCLA	TBA	In hand. <b>Update 29.4.20 – deferred in the light of the COVID-19 outbreak.</b>	3
<b>9 January 2020</b>						
7.	5/20/4	<b>NHS Midlands Pledge to Reducing Plastic Waste</b> To consider the arrangements for positioning the Sustainability agenda within UHL's Strategic Priorities when these were next refreshed. The Trust Chairman noted this as a potential theme for a future Trust Board thinking day discussion.	CEO/ Trust Chairman/ DCLA	Date to be advised	Under consideration as part of the review of the Trust's Priorities.	5
<b>5 December 2019</b>						
8.	236/19/4	<b>IM&amp;T Strategy</b> To approve the IM&T Strategy for 2019 – 2022 for implementation.	ACIO	Immediate	Strategy was presented at LLR IM&T Strategy board on 12.12.19. Feedback is being taken into account and a final version is proposed to be presented along with high level plans via the PPPC in early 2020. <b>IM&amp;T briefing provided to the 30.4.20 PPPC conference call.</b>	4
8a	236/19/4	To liaise with Healthwatch and other key stakeholders to establish appropriate links for patient and public engagement within the eHospital programme.	ACIO	Immediate	Initial engagement session with patient partners completed on 27.11.19. Liaison with Healthwatch is included in the eHospital programme. PPI plans to progress in Q4 19/20. Discussed at Trust Board on 9.1.20 – the Acting Chief Information Officer agreed to re-RAG rate this action as '4' because the meeting with Healthwatch had not yet taken place.  Update as at 13.1.20: this meeting has been scheduled for 4.3.20.  <b>Update 20.5.20: Meeting took place with Healthwatch as planned. Further discussion to take place as to how PPI can be achieved in the light of new ways of working and social distancing.</b>	5
<b>7 November 2019</b>						
9.	219/19/3	<b>Chief Executive's Monthly Report – November 2019</b> To share with the Chief Operating Officer some information on the 'day in the life' techniques (outside the meeting).	AJ, NED	Immediate	In progress.	3

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<b>3 October 2019</b>						
10.	195/19/3	<b>Chief Executive's monthly report October 2019</b> To undertake a review of the format and content of the quality and performance dashboard in six months' time to ensure that it was providing the Trust Board with the required information.	CE	TB 2.4.20	To be progressed. <b>Update 29.4.20 – deferred in the light of the COVID-19 outbreak.</b>	<b>3</b>
10a	195/19/3	To present a high level overarching report on the proposed arrangements for delivering UHL's Reconfiguration Programme to the 7 November 2019 Trust Board meeting.	CE/ Trust Chairman/ DCLA	TB <del>7.11.19</del> <del>5.12.19</del> <del>6.2.20</del> <del>5.3.20</del> <del>TBTD</del> <del>23.4.20</del>	Scoping work in progress and agreed with the Chairman to submit a report to the December 2019 Board meeting. An overview update will be included in the December 2019 CEO report, with more detailed consideration at December Trust Board thinking day. Update – preliminary proposals discussed at the December 2019 Trust Board thinking day (TBTD). Further discussion at the January 2020 TBTD. Update – Chairman has requested that final proposals be brought to April TBTD rather than March Board. Pending approval of the structure, the Executive Strategy Board has been spilt into two, with one part dedicated to the Reconfiguration programme, so as to ensure sufficient oversight of preliminary tasks. <b>Update: Trust Board thinking days temporarily stood down in light of the Covid-19 outbreak</b>	<b>3</b>

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