

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 6 October 2022

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
6 October 2022						
1	213/22	Staff Story The Director of Health Equality and Inclusion to meet with Ms G Dublin, Modern Matron, outside the meeting, to discuss how to make it easier for people to speak up and regarding the escalation process for any such concerns raised.	DHEI	As soon as possible	Actioned – agreed that Ms Dublin will review the work that is happening at HEE re the process for trainee doctors speaking up following an incident of violence and/or discrimination.	5
2	213/22	To schedule in a session on race and addressing racism as part of the forward programme of Trust Board Development sessions.	CPO / DCLA C Teeney / B Cassidy	Future TBDS	In progress.	4
3	214/22/2	Chief Executive's Report To submit to a future TB meeting details around priorities for the NHS as outlined by the Secretary of State for Health.	CEO	Future TB mtg	Actioned – the CEO to provide an update at TB on 3.11.22.	5
4	215/22/2	Annual Fire Report 2021/22 To notify the Trust Board once the residual issues referenced within the Annual Fire Report 2021/22 had been addressed.	DEF M Simpson	Future TB (tbc)	Notification to be provided as appropriate.	4
1 September 2022						
6	181/22/1	Board Assurance Framework To review the effectiveness of the approved Board Assurance Framework (BAF) at the Audit Committee in Spring 2023.	DCLA / CCSM	For consideration at Audit Committee in Spring 2023	This item has been scheduled within the forward work plan of the Audit Committee for Spring 2023.	5
7	184/22/1	UHL Annual Plan 2022/23 To submit updates against the Annual Plan 2022/23 to Trust Board meetings on a quarterly basis.	DCE S Barton	To TB mtgs on a quarterly basis	Updates to be provided to the December 2022 and March 2023 Trust Board on progress.	4
8	184/22/3	Escalation Report from the Reconfiguration and Transformation Committee 28.7.22 To utilise a future Trust Board Development Session to understand the approach and methodology in relation to the Reconfiguration Programme.	DCE / DCLA	Future TB development session	Scheduled in the work programme for the Trust Board Development Sessions for January 2023.	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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Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
7 July 2022						
9	154/22/4	Integrated Performance Report The Trust Board to consider the issue of culture within the Trust (to ensure a common view and collaborative working) and to engage with wider clinical voices regarding this issue.	MD/CN/QC Chair <i>A Furlong / J Hogg / V Bailey</i>	Potentially for a future TBTD session (TBC)	Quality Leads are developing an interactive session on safety culture for board alongside priorities.	4
9 June 2022						
10	125/22/2	Chief Executive's Update Report To submit an evaluation of the impact of the service moves currently on-going to a Trust Board meeting in September 2022.	COO / DCEO <i>J Melbourne S Barton</i>	TB mtg – Sept 22 Nov 22 Dec 22	A report to be submitted to a future Trust Board meeting (provisionally November 2022) (provisionally December 2022) detailing (1) lessons learnt and (2) early impact of service moves to-date.	4
11	126/22/1	Quality Account To review ways in which to make the Quality Account a more digestible document and to determine a means by which to utilise it as a source for learning.	CN <i>J Hogg</i>	Immediate and on-going	Infographic to be developed with clinical illustrations. Currently on hold awaiting communications capacity to support.	4
7 April 2022						
12	70/22/3	Integrated Performance Report – Month 11 To share a thematic summary of staff exit interview data with Trust Board members (when available).	DCPO / CPO <i>J Tyler-Fantom / C Teeney</i>	When available	Data for the first three months of the new financial year will be available in July 2022. The work of the People Services team has been prioritised to ensure that resources are deployed to address the most pressing needs affecting our colleagues. As such this work on exit interviews has been paused until April 2023.	1
3 February 2022						
13	30/22	Questions from Press and Public To clarify the Communications and Engagement Strategy for the Reconfiguration and Transformation Programme at a future Trust Board meeting.	DEF D Kerr RPD <i>N Topham</i>	Future TB meeting	This report will be scheduled at a future TB meeting (specific timing to be confirmed).	4

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