

University Hospitals of Leicester NHS Trust

Progress of actions arising from the Trust Board meetings held on **Thursday 31 March 2022 and 7 April 2022**

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
7 April 2022						
1	70/22/2	Chief Executive's Briefing – April 2022 To schedule quarterly updates on the 12 priority areas arising from the Staff Survey results on the public Trust Board agenda and to consider inviting representatives from a variety of staff networks to attend for this item.	ACPO <i>J Tyler-Fantom</i>	TB quarterly basis commencing in July 2022	Scheduled accordingly.	4
2a	70/22/3	Integrated Performance Report – Month 11 To share a thematic summary of staff exit interview data with Trust Board members (when available).	ACPO <i>J Tyler-Fantom</i>	When available	Update awaited.	
2b	70/22/3	To consider including the absolute numbers of ambulance handover delays within the IPR report (alongside the percentage of handovers that had been delayed).	COO <i>J Melbourne</i>	TB 5.5.22	To be included as a number in future board reports.	5
2c	70/22/3	To present the Junior Doctor Guardian of Safe Working Quarterly Update to the public Trust Board in May 2022.	ACPO <i>J Tyler-Fantom</i>	TB 5.5.22	The report features on the TB agenda for 5.5.22.	5
3	71/22/1	Gender Pay Gap Report To approve the Gender Pay Gap data for publication on UHL's external website and the Government website.	ACPO <i>J Tyler-Fantom</i>	Immediate	Complete – approved by the Trust Board on 7.4.22.	5
4	74/22/1	Covid-19 Public Inquiry Update To arrange for progress against the Covid-19 Public Inquiry Project Plan to be scrutinised by the UHL Audit Committee at regular intervals going forwards.	DCLA/ AC NED Chair <i>B Cassidy/ M Williams</i>	AC (date to be advised)	Scheduled accordingly.	4
31 March 2022						
5	62/22/2	Annual Report and Accounts 2019/20 To approve the Annual Report and the Statutory Accounts for the year ended 31 March 2020 for formal adoption and to approve the relevant certificates for signature by the Chief Executive and the Chief Financial Officer.	CEO/ CFO <i>R Mitchell/ L Hooper</i>	Immediate	Complete.	5
3 February 2022						
6	25/22/2	Chief Executive's Briefing – February 2022 To arrange for a short biography for each of the new Executive	IDCLA <i>G-George</i>	Immediate	In progress – Communications team are collating	4

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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 C

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		and Non-Executive Directors to be published on the Trust's external website.	DCLA <i>B Cassidy</i>		photographs to inform this work.	
7	26/22/2	UHL Green Plan To approve the UHL Green Plan and to present an update on the LLR System Green Plan to the Trust Board in May 2022.	DEF <i>D Kerr</i> IDEF <i>M Simpson</i>	TB 5.5.22 Future TB mtg	Scheduling under discussion.	4
8	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 <i>D Kerr</i> RPD <i>N Topham</i>	Future TB meeting	This report will be scheduled at a future TB meeting (specific timing to be confirmed).	4
4 November 2021						
9	274/21/3	Integrated Performance Report To review the monitoring arrangements for those hospital cancellations which took place prior to the day of surgery (recognising the scrutiny already in place for on the day cancellations) and consider whether the Trust Board was sufficiently sighted on this issue at a future meeting of the Quality Committee.	DCOO/ QC NED CHAIR <i>P Vaughan/ V Bailey</i>	Future QC meeting	Cancellations for the long waiter cohort before day of booking and TCI rebooks will be monitored as part of the TCI (to come in) forecast 104+ performance management report. Pre-emptive cancellations relating to bed escalations are monitored by individual CMGs. Ms P Vaughan and Ms F Lennon, Deputy COOs to collate available intelligence and report to a future meeting of the Executive Quality Board. Update for TB 5.5.22: this will be taken to EQB in May 2022	4
1 July 2021						
10	218/21/1	Integrated Quality and Performance (Q&P) Report – month 2 To present a high level report to a future Trust Board meeting on the work of the LLR People Board, including proposals to address future recruitment challenges (eg the next 5 to 10 years) in the context of forecast constraints in the labour market – noting that the detailed workstreams would be monitored by the People and Culture Committee.	DCPO <i>J Tyler-Fantom</i>	TB 9.6.22	Future date to be confirmed. The UHL 5 year strategic workforce plan is scheduled to go to Executive team in April and the following People and Culture committee before coming to TB. This has been developed with wider stakeholders, including alignment with the LLR people plan.	4
11	220/21/4	Research and Innovation Quarterly Update To arrange for the Trust Board to receive a presentation from Dr R Evans in respect of a research study relating to 'Long Covid'.	MD <i>A Furlong</i>	TB 4.11.21 Future TB	In progress. This was provisionally scheduled for the 4 November 2021 Trust Board meeting (alongside the next quarterly update on R&I), but a Transformation Story was scheduled instead. Provisionally rescheduled for September 2022.	4
12	221/21/2.1	Audit Committee Minutes 21.6.21	IDEF/	RTC	Reports will be scheduled accordingly to commence	4

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Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
		To arrange for regular progress reports on UHL's Green Plan (relating to sustainability) to be monitored through the newly formed Reconfiguration and Transformation Committee.	RTC NED Chair <i>D Kerr</i> <i>M Simpson</i> <i>A Haynes</i>	September and ongoing	with the first RTC meeting (date to be confirmed).	
3 June 2021						
13	183/21/6	Board Development To present the Terms of Reference for each Board Committee to the Trust Board for ratification on 2 September 2021.	IDCLA <i>G George</i> DCLA <i>B Cassidy</i>	TB 2.9.21 TB 4.11.21 TB 3.3.21	Now re-scheduled for the March June 2022 Trust Board meeting.	3
6 May 2021						
14	148/21/4	Restoration and Recovery of Elective Orthopaedic Surgery To consider ways in which the innovative approach adopted by Professor J Dias in supporting patients waiting for elective surgery could be applied across the Trust (noting the healthcare inequalities agenda) and to brief Trust Board members on the outputs of this work.	ACOO <i>D Mitchell</i> COO <i>J Melbourne</i>	Future TB mtg TB 1.7.21 TB 2.9.21	A progress update has not yet been scheduled for this item. Update awaited.	

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