

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 9 June 2022

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9 June 2022						
1	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 J Melbourne	TB mtg – Sept 22	This item is provisionally scheduled for the TB meeting in September 2022.	4
2	125/22/3	Integrated Performance Report The Operations and Performance Committee to receive and review the System & Emergency Care Plan.	COO	For future OPC (TBC)	This item is scheduled to be discussed at OPC this month (June 2022).	5
3	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 J Hogg	Immediate and on-going	Infographic to be developed with clinical illustrations.	4
4a	127/22/1	Maternity Safety Report To submit the Maternity Safety report to the Trust Board on a monthly basis.	CN	TB – monthly basis	This item has now been scheduled into each public Trust Board agenda as a standing monthly item.	5
4b	127/22/1	To give consideration as to how to reflect upon, and incorporate into, the monthly reports 'softer' measures, such as feedback from staff, feedback from patients / parents and professional relationships.	CN / QC Chair	Immediate and on-going	To be included in the next report.	5
5	130/22/1	East Midlands Clinical Research Network (EM-CRN) Quarterly Report To give consideration as to where the Trust places items on the Board Assurance Framework (BAF) in relation to organisations it hosts.	DCLA B Cassidy	On-going as part of BAF	Ongoing.	4
6	130/22/2	Annual Conflicts of Interest for Trust Board members To update the entry for Mr B Patel, Non-Executive Director, by removing reference to outside employment with the RNIB.	CCSM	Immediate	Actioned.	5
5 May 2022						
7	96/22/1	Chair's Report To discuss and agree, outside the meeting with Non-Executive	Chair, RTC A Haynes	Immediate and on-going until approach	In progress.	4

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Public Trust Board paper C

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		Director Chairs of Trust Board sub-committees and other relevant colleagues, an approach to ensure an appropriate assessment of risk as arising out of the Trust's reconfiguration programme.		confirmed		
8	96/22/3	Integrated Performance Report To focus attention on the capital programme; taking learning from this and previous years.	IDEF	Immediate and on-going	Lessons from last year's programme have been taken on board and have been factored into all projects. In addition, E & F are in the process of setting up a formal Post Project Evaluation (PPE) Group which will involve all disciplines. This will follow the NHSE/I guidance on evaluations with updates provided through relevant Governance. Presently, the team are looking at the East Midlands Congenital Heart Unit which the team have successfully won a regional RICS award for, with the scheme to be voted on in the UK final later this year.	5
7 April 2022						
9	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	TB quarterly basis commencing in July 2022	This item is scheduled on the public Trust Board agenda for July 2022 and will be scheduled quarterly thereafter.	5
10	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.	4
11	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
3 February 2022						
12	25/22/2	Chief Executive's Briefing – February 2022 To arrange for a short biography for each of the new Executive and Non-Executive Directors to be published on the Trust's external website.	IDCLA <i>G George</i> DCLA <i>B Cassidy</i>	Immediate	In progress – Communications team are collating photographs to inform this work.	4

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13	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 D Kerr IDEF M Simpson	TB 5.5.22 Future TB mtg	An update on progress with Estates and Facilities related items was presented at the private Trust Board meeting in June 2022. LLR System Green Plan – Mike Simpson appointed SRO and Chair of the ICS Green Board. Draft Green Plan being finalised ensuring alignment to system plan with realistic targets set. NHSE/I fully engaged and is supporting draft, with Mike also now on the NHSE/I Regional Green Board. Target date for the system Green Plan to go through ICB is October 2022.	5
14	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 N Topham	Future TB meeting	This report will be scheduled at a future TB meeting (specific timing to be confirmed).	4
1 July 2021						
15	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 J Tyler-Fantom	TB 9.6.22 TB date TBC	Future date to be confirmed. The UHL 5-year strategic workforce plan is scheduled to go to Executive team in June 2022 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
16	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 A Furlong	TB 4.11.21 Future TB – provisionally Sept 22	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
17	221/21/2.1	Audit Committee Minutes 21.6.21 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.	IDEF/ RTC NED Chair D Kerr M Simpson/ A Haynes	RTC September and ongoing	Reports will be scheduled accordingly at RTC. Monitoring template under review with data aligned to targets approved in the process of being finalised. Some of the targets will be met long-term through major investment on Reconfiguration, with the here and now operational opportunities key. E & F have applied for c.£15.5m over the past week in support of EV Charging Points and wider decarbonisation opportunities through	5

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6 May 2021						
18	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	At the Trust Board meeting held on 5 May 2022, the Chief Operating Officer confirmed that he planned to speak to Professor Dias to further progress this action. At the public Trust Board meeting held on 9 June 2022, the Chief Operating Officer confirmed that this matter was to be progressed by the Theatre Productivity Group and could therefore be marked as '5' and closed accordingly on the TB action log.	5

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