

University Hospitals of Leicester NHS Trust
Progress of actions arising from the Trust Board meeting held on Thursday 9 March 2023

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9 March 2023						
1	68/23/2	Chief Executive's Report To discuss any work to take forward, for oversight by PCC, as a result of the national publication of the landmark employment tribunal for racial discrimination referenced in the CEO's TB Report.	CEO/ CPO / PCC Chair	As appropriate (with regards to the timing of the next PCC mtg)	The responses to this are contained within the People & Culture work programme and a specific review will also be undertaken to ensure that all the actions and wider leaning from this are captured. Reporting will be to the People and Culture Committee (as confirmed via email from the Chief People Officer on 18.3.23). This item will therefore be tracked via the PCC and not the Trust Board.	5
2	69/23/1	Perinatal Surveillance Scorecard To present the results of the maternity audits at the next Trust Board meeting on 13 April 2023.	CN/DoM	TB – 13.4.23	Perineal trauma audit to be included as part of the maternity update (as confirmed via email from the Chief Nurse on 19.3.23).	5
3	69/23/3	Escalation report from the Operations and Performance Committee To submit a report to the OPC and Quality Committee in May 2023 regarding the Trust's response to the Waiting List Management Report.	COO	OPC and QC – May 2023	This report is scheduled to be submitted to the OPC meeting in May 2023 (as confirmed via email by the Chief Operating Officer on 22.3.23). As this item is being tracked via the OPC MA Log, it will not also be monitored via the TB MA Log. The Trust Board will receive notification of the outcome of discussion on this item at OPC via receipt of the escalation report from OPC and the subsequent receipt of the formal OPC Minutes.	5
4	70/23/2	Escalation Report from the Audit Committee To ensure all relevant staff know the actions required of them with regards to 'procure to pay'.	CFO	Immediate	Training and communications programme in place with specific targeted actions in areas with high volume of orders and invoices (as confirmed via email by the Chief Financial Officer on 27.3.23).	5
5	70/23/2	To address all overdue audit actions as a matter of urgency.	Relevant EDs	Immediate	This is a generic action for all relevant Lead Executive Directors and, as such, will not be tracked specifically via this log, but is listed as a prompt for action. The Audit Committee will monitor progress re this specific action.	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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1 September 2022						
6	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	To TB mtgs on a quarterly basis	The Annual Plan for 2023/24 is scheduled for discussion at the 13 April 2023 public Trust Board meeting.	5
7 April 2022						
7	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 J Tyler- Fantom / C Teeney	When available – after July 23 PCC mtg	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. Latest update: - this work has now commenced and will report to PCC in July 2023 (as confirmed by the Chief People Officer via email on 28.3.23).	4

* Both numerical and colour keys are to be used in the RAG rating. If target dates are changed this must be shown using ~~strikethrough~~ so that the original date is still visible.

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