

University Hospitals of Leicester NHS Trust

Progress of actions arising from the Trust Board meeting held on **Thursday 10 August 2023**

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
10 August 2023						
1	241/23	Patient Story – Alistair’s Story To discuss further, outwith the meeting, with the Director of Health Equality and Inclusion and Dr R Marsh, Deputy Medical Director, the progression of issues associated with addressing the needs of non-English language speaking patients, particularly in terms of the advancement of virtual wards.	MD	Immediate and on-going	Actioned – meeting held prior to subsequent (September 2023) Trust Board (as confirmed via email from the Medical Director on 1.9.23).	5
2	242/23/3	Integrated Performance Report – Month 3 (Finance) To discuss further, outwith the meeting, with the FIC NED Chair and the Audit Committee NED Chair how best to ensure that the Trust Board are fully conversant on the detail of the financial issues, potentially through the scheduling of this item at a future Trust Board Development Session (please also see action 3 below).	CFO	For potential scheduling at a future TBDS	Actioned - Board development session taking place on 7 th September 2023 (as confirmed by CFO via email on 29.8.23).	5
3	245/23/1	Escalation Report from FIC – 28 July 2023 To focus on capital and capital planning at a future Trust Board Development Session, as per FIC’s recommendation to the Trust Board (please also see action 2 above).	CFO L Hooper DCLA B Cassidy	For potential scheduling at a future TBDS	Proposed for October 2023 Board Development (as confirmed by CFO via email on 29.8.23).	4
4	246/23/1	Research and Innovation Quarterly Report Following agreement that a quarterly report should be submitted to the Trust Board focused on education and training across the disciplines, to continue to progress plans to strengthen the report submitted to the People and Culture Committee (PCC) and submit this report thereafter to the Trust Board on a quarterly basis.	CPO C Teeney	PCC – Nov and TB – Dec 23	The report will be received by the People and Culture Committee in November 2023 with an update to the Trust Board in December 2023 (as confirmed via email by the CPO on 7.9.23).	4

* Both numerical and colour keys are to be used in the RAG rating. If target dates are changed this must be shown using ~~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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13 July 2023						
1	209/23/3	Integrated Performance Report – M2 To discuss outwith the meeting how best to recognise the significant undertaking of staff in managing the access targets and waiting lists, particularly against the background of industrial action.	TC / OPC NED C	Immediate	Actioned as confirmed by the Trust Chair via email dated 15.8.23 - a number of letters of thanks and personal thanks have been sent out over the last few months. This, together with long-service awards and staff awards, will provide further opportunities to recognise the work in this area	5
7 April 2022						
2	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	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. 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). As per the verbal update provided by the Chief People Officer at the public Trust Board meeting on 10 August 2023, this work will report to the PCC in September 2023. It was confirmed at the public TB meeting that this item could therefore be RAG-rated green and removed from tracking at subsequent TB meetings.	5

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