

University Hospitals of Leicester NHS Trust

Progress of actions arising from the Trust Board meeting held on Thursday 9th May 2024

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
9 May 2024 (approvals recorded in the formal minutes only)						
1		Staff Story – Apprenticeships – Chef’s Academy To confirm ongoing support for apprenticeships and consider ways of ensuring suitable placements for those who have taken place on employability schemes.	CPO C Teeney	July 2024	Update to be taken to PCC.	4
2		Integrated Performance Report To report to Trust Board regarding the research work on the demographics of long waiters.	COO J Melbourne	TB 8 August 2024	There is analysis done regionally on this which is reviewed through the LLR Planned Care Partnership (PCP). We are considering our internal approach to this work through PCP and will report through OPC as appropriate.	5
2a		To report to the Quality Committee on antimicrobial stewardship, to include responses to those infection rates which are on a downward trend.	MD A Furlong	QC 30.5.24	Report presented at Quality Committee on 30.5.24	5
2b		To consider Quality outcomes which may not be reported as part of the IPR, which may need consideration and whether this should be reported to Quality Committee, possibly picked up as part of a review of PSIRF.	MD / CN A Furlong / J Hogg	June 2024	Update reported to Quality Committee in May. IPR metrics are in development and for approval by Quality Committee in June. This will be reported on the Integrated Performance Report in Q2.	5
2c		To consider specific metrics which can be used to measure culture improvements.	CPO C Teeney	Immediate	Action to be reviewed by PCC in May.	4
2d		To ensure that national and regional colleagues are appropriately sighted to the impact of any growth in UEC activity.	CE R Mitchell	Ongoing	After month one, written to the ICB and raised with regional and national colleagues.	5
3		Perinatal Surveillance Scorecard – March 2024 To report to Trust Board on the feedback from the CQC inspection.	CN J Hogg	TB 9 June 2024	Report scheduled for June Trust Board.	5
4		Update on Health Equality and Inclusion To provide the Trust Board with the report which arose from discussions at the city Health and Wellbeing Board regarding racial disparities in maternal mortality.	DoHE&I R Abeyratne	TB 8 August 2024	To be scheduled accordingly.	4
4a		To report to Trust Board, details of data relating to waiting times in UEC taking demographics into account.	DoHE&I R	TB 8 August	To be scheduled accordingly.	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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Public Trust Board paper B

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
			Abeyratne	2024		
4b		To consider and progress the utilisation and publication of data collected in relation to health inequalities, aligning it with any data related to primary and social care as necessary and to provide guidance where needed to ensure its most effective use within the Trust.	DoHE&I R Abeyratne	Immediate	Update to be provided at the meeting.	
4c		To invite representatives from the UHL Equality Partnership to share their stories at future Trust Board meetings.	DoHE&I R Abeyratne	Ongoing	To be scheduled accordingly	4
5		Agency Compliance, Usage and Reduction To provide the Trust Board with the agency compliance plan for the forthcoming year.	CPO C Teeney	TB 9 June 2024	It was agreed that this would be reviewed by FIC and PCC during June and that oversight and assurance would take place through these assurance committees.	5
11 April 2024 (approvals recorded in the formal minutes only)						
6	103/24	Patient Story To explore the provision of publicly accessible Automated External Defibrillators across the UHL estate, possibly through the electronic system being developed with De Montfort University.	CN J Hogg	October 2024	Work in progress	4
7	105/24/3	Integrated Performance Report To consider ways of seeking the views of the public with regard to the services that they believe or feel that an urgent treatment centre should provide and provide details to the Trust Board.	CN / COO J Hogg / J Melbourne	Immediate	Board and Executive to raise at the board to board summit as this is within the ICB remit. Update: this was raised at the board to board summit and it will form part of the development of new UEC structures.	5
8	107/24/1	NHS Staff Survey Results 2023 - Update To consider ways in which the Trust Board can undertake scrutiny of the performance in relation to the actions being taken in response to the staff survey and progress towards the next staff survey, and provide this data to the board on a regular basis.	CPO C Teeney	Immediate	This will be discussed at Board Development in May 2024 and through the People and Culture Committee.	4
14 March 2024 (approvals recorded in the formal minutes only)						
9	67/24/3	OPC Escalation Report To provide an update to Operations and Performance Committee, of the progress, once it is live, of the roll out of the	CIO A Carruthers	OPC 25.9.24	This item is provisionally scheduled on the OPC agenda for September 2024.	4

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Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
		Electronic Prescription Service (EPS) facilitating improved communication with pharmacy regarding take home medication (TTOs) from outpatient consultations.				

8 February 2024 (approvals recorded in the formal minutes only)

10	29/24/1	(Junior Doctors) Guardian of Safe Working Quarterly Report To consider, at People and Culture Committee, the Guardians of Safe Working report and consider whether this correlates with wider work within the Trust and whether any wider actions could be taken.	CPO C Teeney	PCC tbc	To be scheduled accordingly.	4
11	29/24/2	Freedom to Speak Up Quarterly Report To include case studies in future quarterly reports.	DCLA B Cassidy	TB 12.09.24	Provisionally scheduled on the TB agenda for 13.6.24. Update - Revised date, to be included in the next report from the Freedom to Speak Up Guardians.	4
12	29/24/2	To provide feedback on the staff survey to the Freedom to Speak Up Guardians to see if issues raised were common themes.	CPO C Teeney	Immediate	This will be undertaken with the Guardians after the detailed Staff Survey results are known in March 2024.	4

14 December 2023 (approvals recorded in the formal minutes only)

13	408/23/3	Integrated Performance Report Month 7 To spend more time as a Board looking at good examples of Transformation and designing services for the future.	DCE S Barton	Ongoing TB 11.4.24 Future TB mtg (date TBC)	The OFH/Digital/Transformation Committee are now doing 'deep dives' into particular areas of transformation. As previously reported to the Board through that committees update, the development of the UHL Transformation Programme 2024-26 started at the beginning of December. Latest Update: - The draft programme was presented to committee in March and following comments from the committee now needs further work to be brought back to the May committee	4
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