

University Hospitals of Leicester NHS Trust

Progress of actions arising from the Trust Board meeting held on Thursday 8 February 2024

Item No	Minute Ref:	Action	Lead	By When	Progress Update	RAG status*
8 February 2024						
1	25/24	Patient Story To consider provision of ultrasound to investigate post operative seromas following breast reconstructive surgery and some funding for the provision of post operative bras.	CN	Immediate	Team being supported to complete charity bid.	5
2	26/24/3	Integrated Performance Report Month 9 and Operational Improvements 2023 To consider communications opportunities which celebrate the high levels of delivery and achievement within the Trust, particularly within planned care, to bring appropriate balance.	DoCE	Immediate	Local and regional media coverage secured on waiting list reduction in February 2024 (shared with Board via media look ahead).	5
2a	26/24/3	To create an opportunity for thinking, with system partners about how long term, wider health issues within the population will be addressed, supported and managed and what, potentially radical adaptations within health services might be needed.	CE R Mitchell	Immediate	Board to Board in April 2024 – CEO to provide a verbal update at March 2024 Trust Board meeting.	4
2b	26/24/3	To agree, if no clear pathway has been identified, how the necessity of moving forward as a System to address winter pressures would be communicated and discussed over the coming months in advance of winter 2024-25.	CE R Mitchell	Immediate	Board to Board in April 2024 – CEO to provide a verbal update at March 2024 Trust Board meeting.	4
2c	26/24/3	To consider ways, if possible, of monitoring the quality of complaints rather than numbers, and subsequently report to Quality Committee / Trust Board as appropriate.	CN	QC 28.03.24	Report of complaint oversight process to be included in quarterly complaint report.	5
2d	26/24/3	To progress work in a timely manner, with the assistance of an external partner to bring a report to the Trust Board which considers the actions taken by the Trust to undertake recruitment which addressed the high numbers of vacancies in the Trust, reduced the use of agency staff, reduced risks within the Trust and improved patient care and safety and provides evidence for public assurance that this was the correct action to take. To involve the Chairs of FIC and People and Culture Committee as necessary in the development of the report.	CE / CPO /CFO R Mitchell/ C Teeney/ L Hooper	TB 14.03.24	Work has commenced and a partner has been identified – CEO to provide a verbal update at March 2024 Trust Board meeting.	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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3	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 28.03.24	This will be discussed at the March 2024 People and Culture Committee.	4
4	29/24/2	Freedom to Speak Up Quarterly Report To include case studies in future quarterly reports.	DCLA B Cassidy	TB 13.06.24	Provisionally scheduled on the TB agenda for 13.6.24.	4
4a	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
4b	29/24/2	To consider whether the cases raised with the Freedom to Speak Up Guardians could be broken down into themes and then determine if overarching themes could be addressed ie through induction processes or staff communication.	CPO / DCLA	Immediate	A meeting has been arranged with the Guardians to discuss this in March 2024.	5
5	27/24/3	Health Inequalities Update To consider the following suggestions for further exploration / action: Record and analyse data geography in relation to DNAs. Increased training in relation to the Making Every Contact Count. Physical activity for inclusion as one of the key areas for prevention, possibly linking up with Local Authorities.	DoHE&I	Immediate	DNA Florey data being utilised to map DNA's and compare against PCNs. Plan to develop and embed MECC training in progress. Physical activity to be considered in future iterations of Prevention Report.	5
5a	27/24/3	To report to a future Trust Board details of impacts of mental illness and reduction in lifespan, and what can be done to address this.	DoHE&I R Abeyratne	TB 11.04.24 TBC	This will not be available for Trust Board on 11.4.24 – awaiting information as to whether this has already been considered.	4
5b	27/24/3	To consider ways of addressing inclusion and inequality through the UEC pathway, considering individuals and their frailties.	DoHE&I	Immediate	Work on-going with Inclusion Healthcare.	5
5c	27/24/3	To consider ways of engaging with System partners and Public Health in order to see if any care or service benefits are achievable or intelligence could be shared.	DoHE&I	Immediate	Occurs through Health and Wellbeing Boards, UHL Health Inequalities Taskforce and LLR Health Equity Committee.	5
14 December 2023 (approvals recorded in the formal minutes only)						
1	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	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 and will be going to that committee in February, with an aim to	4

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					come to the Board in April.	
1a	408/23/3	To fundamentally consider both short and long term actions in relation to current pressures to ensure that the Board is not in the same performance position in December 2024. This will initially be through the means of sharing details of actions agreed at System level covering pre and post hospital, in order to enable NEDs to undertake conversations with partners with a view to sharing of pressures and ongoing Board discussions over the coming months.	CE R Mitchell	Ongoing	Board to Board in April 2024 – CEO to provide a verbal update at March 2024 Trust Board meeting.	4
1b	408/23/3	To consider any further actions to improve staff vaccination rates and update a future Trust Board.	CPO C Teeney	TB	Walk in appointments and peer vaccinations have been offered and communicated.	5
5	414/23/1	East Midlands CRN Quarterly Board Report To promote the successes and achievements of the Clinical Research Network, particularly in relation to the Trust being the host organisation.	DoC&A	Immediate	Internal and external communications undertaken.	5
9 November 2023 (approvals recorded in the formal minutes only)						
6	360/21	Patient story – self-administration of medicines (SAM) To explore (outside the meeting) what the blockers had been to implementing SAM as quickly as had been hoped.	CN	Immediate	Reviewed by NMAHPC and plan in place to roll out – complete.	5
12 October 2023 (approvals recorded in the formal minutes only)						
8	332/23/1	EPRR Annual Report The Audit Committee to consider, at a future meeting, whether undertaking a live test exercise every three years is sufficient in light of the pace of digital /climate change etc.	AC NED Chair / CCSO	AC 18.03.24	Presentation scheduled for Audit Committee at its next meeting, 18 March 2024.	4
10 August 2023						
9	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.	CFO DCLA	07.03.24	Session now arranged for 7 th March 2024.	5

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