

COUNTESS OF CHESTER HOSPITAL NHS FOUNDATION TRUST**EXECUTIVE DIRECTORS GROUP (EDG) PART 1 - NOTES****8.30AM – 10.30AM WEDNESDAY 8TH FEBRUARY 2017 – TONY'S OFFICE****TC update**

- Tony thanked the Exec team for their input at BOD on the 07.02.17 and highlighted how good it had been, the Execs had presented as a team and this had been noted by several members who were present. TC added that whilst it was likely to be a difficult week with the publication of the NNU review he had full confidence in his team regarding their ability to handle events as they unfold.

Neonatal Review Launch

- Nothing to note on circulated dashboard. On-going support being offered to teams involved due to pending publication of review and expected media attention.
- Coroner – IH & SC meeting coroner regarding neonates. Coroner to be updated regarding possible media enquiries and lines being taken.
- GG circulated updated media brief which was agreed by all Execs. FAQ's reviewed and agreed. Staff communication to be developed, agreed and circulated prior to 12 noon.
- Agreed to brief switchboard, security, exec PA's, PALs in case of journalists ringing or visiting site.
- AK confirmed report with covering letter had been delivered to families this morning. Helpline now set up and will be available for families to contact to answer any questions and ensure support. Further guidance will be given in case of other interested parties
- Report to be uploaded onto website at 12 noon.
- IH to step down from afternoon meetings and be available on site to support staff, comms and any families.

Quality Matters to include an update of any incidents, complaints, information governance and speak out safely

• **Irrelevant & Sensitive**

Board, Governor and Legal Matters

- FOI received – SC updated execs that an FOI had been received regarding exec expenses. Will keep updated.

• Trampoline injuries - further enquiries received from media following story in Chronicle. SC acknowledged work from ED regarding meeting with flip out and proactive approach to reducing unnecessary injuries. Irrelevant & Sensitive	
<u>People Matters</u> Irrelevant & Sensitive	
<u>Any Other Business</u> • Review of part 2 agenda – agreed to limit to 1 hour • Meditec – the downtime that had been planned from 5am – 8.30am now extended until 10am. Procedures are in place. To be escalated to IB & LB if operational issues become of concern. To consider silver control if extends past 4 hours – update at 09:45. Extended further until 11am. LB instructed acute directorate manager to hold bronze control meeting at 11am LF. Meditec not fully restored. Current issues relate to A&E module and electronic prescribing.	

Notes: Lorraine Burnett