

**Countess of Chester NHS Foundation Trust**

**Incident Coordination Panel Meeting**

10:00-12:00

Training Room 4, Education and Training Centre, Countess of Chester Hospital, Liverpool Road,  
Chester, CH2 1UL

***Attendees:***

Margaret Kitching, Chief Nurse North – NHS England & NHS Improvement (CHAIR)

Adam Bolger, Cheshire Police

Alison Kelly, Countess of Chester Hospital NHS Foundation Trust

Avril Devaney, Cheshire and Wirral Partnership NHS Foundation Trust

Hazel Richards, NHS England

Michelle Turner, Liverpool Women's NHS Foundation Trust

Nick Smith, CQC

Nicola Evans, Cheshire Police

Nicola Pollard, NHS England

Paula Wedd, West Cheshire CCG

Susan Gilby, Countess of Chester Hospital NHS Foundation Trust

***Apologies:***

Caroline Radford, NHS England

Emma Taylor, Cheshire West and Chester Council

Paul Hughes, Cheshire Police

Vince Connolly, NHS Improvement

<i>Item</i>	<b>Comments</b>
Welcome & Introduction	Margaret Kitching (MK) welcomed the group & apologies were noted as above.
Notes & actions of the last meeting	It was noted that Alison Kelly (AK) was reference throughout as Angela, Nicola Pollard (NP) to amend.
Confidentiality Agreement	The Confidentiality Agreement was noted and MK reiterated the importance.
Police update	<p>Adam Bolger (AB) advised the group that the investigation is ongoing, it is a live criminal investigation. No further cases have been added to the investigation &amp; remains at the 14 cases which were discussed the last meeting(s).</p> <p>AB advised that the police are awaiting the expert witness report which should be finalised within the next few weeks.</p> <p>AB confirmed that the suspect remains on bail until 3<sup>rd</sup> April 2019. No further updates to note.</p> <p>AB advised that when the full expert witness report is received they will contact the Crown prosecution.</p> <p>AB reminded the group that identifying timeframes is very difficult to determine in a live investigation, if charge is made in April it could be up to 24months before the case is brought to trial.</p>
Trust updates	<p><b>Countess of Chester Hospital NHS Foundation Trust</b></p> <p>Susan Gilby (SG) advised the group that she has been in contact with the police regarding preparing and planning for a reactive statement, police have assured SG that they will give as much notice as they are allowed if/when a charge a is made.</p> <p>Alison Kelly (AK) advised the group that the Trust have contacted the suspect, with the support of the police, to ensure the appropriate support in in place. It was brought to the attention of AK that the Royal College of Nursing (RCN) couldn't sustain the level of support required. AK advised that she has secured the appropriate support through Wye Valley NHS Trust.</p> <p>AK wrote to the suspect to brief them of the current offer of support and to share with them the options of support. AK confirmed that the suspect acknowledged receipt of the email.</p> <p>AK added that a key point of contact has been identified in the letter and a HR named representative. AK noted that the 2 names individuals in the letter have had no contact</p>

	<p>from the suspect to date. Suspect has made contact with Wye Valley NHS Trust for support.  AK advised that the RCN have been informed.  Countess of Chester Hospital NHS Foundation Trust Staff are continuing to be supported on site. Staff are still being interviewed and appropriate support offered to all staff.  AK thanked the police &amp; Cheshire and Wirral Partnership NHS Foundation Trust (CWP) for their continued support.</p> <p>AK acknowledges the professionalism and resilience of the team on the unit, no current staff sickness and AK notes this is a true testament to the staff &amp; the support being offered.</p> <p>AK and SB advised of the difficulties operationally. Babies have been transferred out of the unit. Maternity services/A&amp;E/Neonatal unit had a difficult weekend.</p> <p>The Trust requested support regarding the level 2 restrictions on the neonatal unit. SG/AK advised MK that there have been no significant safety issues on the unit.</p> <p>SB acknowledged that the restrictions on the unit is having an impact on beds and transportation with in the region.</p> <p>SB advised that the £5 million plan for the new neonatal unit has now been agreed and work has started.</p> <p>MK requested a meeting with the Trust and key Commissioners to discuss in more detail the issues and concerns raised today about the current restrictions on the unit. MK supported the current police decision to not to fully reopen the unit until the investigation is complete. <b>ACTION: to be arranged with the next 4 weeks</b></p> <p>AK noted that 6 babies being investigated are from wales, MK requested that Betsi Cadwaladr University Health Board are invited to the next meeting. <b>ACTION: Betsi Cadwaladr University Health Board representative name to be sent to NP.</b></p> <p>SB asked MK for advice regarding to legal support, MK to discuss outside of the meeting. <b>ACTION: SB and MK to discuss.</b></p>
Safeguarding	No further SIs on the unit noted.
Communication & Media plan	<p>Avril Devaney (AD) raised concern regarding affected families when the upcoming charge and possible media attention occurs. MK suggested passing all concerns and any calls from families through to the police.</p> <p>AK advised that there has been no further major media interest since the arrest. SB holds monthly strategy meetings with the Senior Executives to ensure that everyone is briefed and all are up to date with the correct information. A full communication cascade is in place for when/if the news of the charge is shared. All outward facing communication is currently being planned. NHSE/I are supporting.</p>

	<b>ACTION: MK to speak with SB outside the meeting regarding media support and training.</b>
Family Liaison Support	<p>AB advised that FLOs continue to support families and mothers.</p> <div style="border: 1px dashed black; padding: 10px; text-align: center;"> <h1>I&amp;S</h1> </div> <p>The group discussed if it was possible for an alert or flag could be added to the records of the 14 affected families.</p> <p>Michelle Turner (MT) referred to similar process used at Liverpool Women's NHS Foundation Trust and will share this with AB/SB. <b>ACTION: MT to share process with MB/SB</b></p>
Support;	<p>AK feel assurance that staff feel supported, no issues to note.</p> <p>SB raised concern regarding medical staff that are showing signs of stress and have not been accessing the support offered. <b>ACTION: MK to speak to SB</b></p>
Next steps & actions	Next meeting to take place in April 2019.
A.O.B	MK requested more information regarding the CQC Regulation 12 investigation. Nick Smith (NS) advised that this will take place following the police investigation and would need to be completed with 3 years of the allegation.