

Staff Council Decision & Action Log

Actions from the meeting held on Tuesday 10 March, 10 July 2020 & 8 September were complete and had been archived.

Actions from the meeting held on 10 November 2020

Present: Jo Shepherd, Director of HR & OD (Joint Chair)
Fiona Davies, Team Leader, Speech & Language Therapy Service (Joint Chair)
Tony Bennett, Chief Strategy Officer
Fiona Campbell, 0-19 School Nursing Service, Cheshire East
Craig Elkerton, Senior Health Advisor
Judy Fairbairn, Sexual Health Service
Fiona Fleming, Staff Governor
Alison Hughes, Director of Corporate Affairs
Val McGee, Chief Operating Officer
Paula Simpson, Director of Nursing
Pete Thomas, IT Manager
Ken Walker, Graphic Design and Communications Officer
Simone Williams, Management Accountant
Jane Williamson, Community & Specialist Nursing Manager

Minute taker: Laura Kennedy, Senior Assistant

Apologies: Jennie Birch, Chief Finance Officer
Nick Cross, Medical Director
Jo Chwalko, Deputy Chief Operating Officer
Mark Greatrex, Chief Finance Officer
Patricia Hearn, Care Navigator, Adult Social Care
Alison Jones, Quality & Governance Manager

Agenda Item	Decision/Outcome	Action	Lead	Due Date	Status
Apologies for Absence	As noted above	No Actions			
Decision and action log of previous meeting – 8 September 2020	The group noted the decision and action log from 8 September 2020 and agreed it as an accurate record.	Decision and action log to go on to StaffZone after each meeting	LK/JS	12/01/2021	
Feedback regarding reassignment and general mood	This item was discussed under item 6 (COVID 19 Update – Lockdown and NHS Escalation to Level 4 COVID 19 Update – Lockdown and NHS Escalation to Level 4)	No Actions			
Basic life support training	<p>The group noted that the training sessions refer to clinical staff and staff council members requested staff are called frontline. Jo to take out of the meeting to review. The group noted that move basic life support face to face sessions were needed. The group noted that basic life support was now an online session.</p> <p>The group noted that the use of Zoom was being investigated for training.</p>	JS to discuss terminology of the use of clinical/ frontline staff for purposed of e-Learning	JS	12/01/2021	
Executive Briefing – October 2020	The group noted the contents of Executive Briefing for October 2020	No Actions			
COVID 19 Update – Lockdown and NHS Escalation to Level 4 COVID 19 Update – Lockdown and NHS	The group noted that during the first lockdown the NHS went into level 4, which allowed services to be stepped down, that wouldn't be the case during the second lockdown. The group were made aware that Tactical Command meeting was taking place 5 times a week and Strategic Command was taking place once a				

Agenda Item	Decision/Outcome	Action	Lead	Due Date	Status
<p>Escalation to Level 4</p>	<p>week to discuss changes to guidance daily. The group noted that Covid infection levels locally were plateauing.</p> <p>The Chief Operating Officer gave updates on the following:</p> <p>Discharge - The group noted the following pathways: Pathway 0 – No patient support required. Pathway 1 – patient needs Domiciliary Care Pathway 2 – patient needs to be in a T2A bed Pathway 3 – need complex or end of life care</p> <p>The group noted that the more patients the trust discharged to the correct pathway would take pressure out of the secondary care system.</p> <p>Virtual Covid Wards – the Covid wards accepted their first patient on 9 November 2020. The wards are for patients who have covid and don't require hospital admission but require extra support.</p> <p>Ward at CCC – the group noted that a bedded ward was being set up at Clatterbridge for non Covid patients. The trust wouldn't be taking Covid patients as chemotherapy was taking place on the site. Adverts for permanent staff would be getting sent out. Funding</p>				<p style="text-align: center;">No Actions</p>

Agenda Item	Decision/Outcome	Action	Lead	Due Date	Status
	<p>was provided internally until March and commissioners would be considered by commissioners from March onwards.</p> <p>Reassigned Staff – VMc to remind managers at the Tactical meeting that they must be keeping in touch with reassigned staff. The group noted how important it was to communicate effectively.</p>				
Values / Common Purpose update	The group noted that the organisation was reviewing its vision and values and that a survey had been circulated to staff for completion.	All to promote attendance of Shaping Our Future workshops	All	12/01/2021	
Communications Update	The group noted that a number of campaigns were happening such as Flu, Covid, Staff survey. Shaping Our Future	No Actions			
Key Messages	FD would ensure all key messages were communicated to staff in the staff bulletin as normal	No Actions			
Future Agenda Items	None	No Actions			
Any other business	There was no further business to discuss.	No Actions			
Date and Time of Next Meeting	Tuesday 12 January 2021 from 2-4pm on MS teams				