



## ***St John's Hospital Stakeholder Group***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

Waverley Gate  
2-4 Waterloo Place  
EDINBURGH  
EH1 3EG

13 April 2017

A meeting of St John's Hospital Stakeholder Group will be held within **Board Room 1, St John's Hospital, Livingston (and by video conference call from Waverley Gate)** on **Wednesday 19 April 2017 at 2:30 p.m.**

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Minutes
  - (a) Confirm Draft Minute of Meeting of St John's Hospital Stakeholder Group held on Wednesday 15 February 2017 (herewith).
  - (b) Confirm Draft Minute of Meeting of St John's Hospital Stakeholder Group held on Wednesday 15 March 2017 (herewith).
5. Paediatric Services/Paediatric Outpatient Clinic Waiting Times - Update by Fiona Mitchell, Director of Women's and Children's Services
6. Identifying Ways to Reduce Pressure Ulcers in Hospital Patients - Update by Agnes Ritchie, Associate Nurse Director

DATA LABEL: Public

7. Hospital Weekend Working and Staffing Requirements - Update by Aris Tyrothoulakis, St John's Hospital Interim Site Director
8. Workplan (herewith)
9. Date of Next Meeting: 17 May 2017

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NOTE **For further information please contact Elaine Dow on 01506-281594, [elaine.dow@westlothian.gov.uk](mailto:elaine.dow@westlothian.gov.uk) or Chris Graham on 0131-465-5677, [chris.graham@nhslothian.scot.nhs.uk](mailto:chris.graham@nhslothian.scot.nhs.uk)**

MINUTE of MEETING of the ST JOHN'S HOSPITAL STAKEHOLDER GROUP of WEST LoTHIAN COUNCIL held within BOARD ROOM 1, ST JOHN'S HOSPITAL, LIVINGSTON, on 15 FEBRUARY 2017.

Present

Councillor Anne McMillan, Appointed Representative (Chair)  
Councillor Dave King, Appointed Representative  
Councillor Lawrence Fitzpatrick (substituting for Councillor John McGinty)  
Martin Hill, Non-Executive member, NHS Lothian  
Alex Joyce, Non-Executive members, NH Lothian  
Jacquie Campbell, Interim Chief Officer, Acute, NHS Lothian (by video link)  
Fiona Mitchell, Director of Women's and Children's Services, NHS Lothian  
Anne Smith, Site General Manager, NHS Lothian  
Aris Tyrothoulakis, St John's Hospital Interim Site Director  
Maureen Anderson, Patient Representative  
Jim Forrest, Depute Chief Executive, Health and Social Care Partnership  
Agnes Ritchie, Associate Nurse Director, NHS Lothian

Apologies

Councillor John McGinty, Appointed Representative  
Caroline McDowall, Partnership Lead St John's Hospital

In Attendance

Val Johnston, Committee Officer, West Lothian Council

1. DECLARATIONS OF INTEREST

Agenda Item 6 – Paediatric Services/Paediatric Outpatient Clinic Waiting Times – Martin Hill declared an interest due to him being a member of the Paediatric Programme Board

2. MINUTE

The group confirmed the Minute of its meeting held on 18 January 2017 as a correct record.

3. PAEDIATRIC SERVICES/PAEDIATRIC OUTPATIENT CLINIC WAITING TIMES

The Stakeholder Group noted the update provided by Fiona Mitchell, Director of Women's and Children's Services on the current position within paediatric services at St John's Hospital.

The group heard that as at the end of January 2017 the number of children waiting 12 weeks or more was 9.

Additionally 3 new paediatric consultants had taken up post with the remainder due to start in March 2017. There were also two consultant posts remaining unfilled but an advert for these had been placed in the appropriate journals and the closing date was Sunday 19 February 2017.

Management remained confident that there would be a good response to these adverts.

In relation to a question asked on the rota now being more stable as a result of the new consultant taking up post, Fiona responded that the rota could not be considered fully stable until all vacant posts had been filled. However the rota had remained satisfactorily covered for the whole of January, February and March. A few gaps remained in the April rota but with regular meetings taking place it was hoped that this would be an improving picture.

In relation to a further question from the group in terms of outpatients waiting times improving as a result of the new consultants coming online, Fiona responded by stating that NHS Lothian fully expected to see an rapid improvement in waiting times as a result of further consultants coming into post.

The group thanked Fiona for the update.

#### Decision

To note the update provided by Fiona Mitchell Director of Women and Children's Services, NHS Lothian.

#### 4. ST JOHN'S HOSPITAL QUALITY DASHBOARD

The group considered a report (copies of which had been circulated) by Agnes Ritchie, Associate Nurse Director providing details of a number quality measures as at the end of January 2017.

The group were advised that the quality measures were split into three categories; these being Person Centred, Safe and Effective. The report then provided a series of charts and graphs demonstrating a range of outcomes. It was to be noted with regards to Person Centred outcome the measure on "Tell us Ten Things" was on hold for the moment due to the "getting to know you" documentation.

Agnes amplified a number of statistics in the report including advising the group that the number of falls had increased because the hospital was dealing with more frail elderly patients and that she was actively working with the Fall Co-ordinator on this. The group were also advised that St John's Hospital remained a high performer in unscheduled care.

Ms Ritchie then responded to questions from members of the group.

#### Decision

To note the contents of the report

#### 5. WORKPLAN

The group considered the contents of the workplan (copies of which had

been circulated)

The Clerk then advised the group that there were a number of items on the workplan that required further clarity from the group on what information was required simply due to the passage of time and some NHS Lothian staff having moved onto other roles within the organisation.

A question was also raised with regards to future meetings of the group on the lead-up to the local government election in May 2017.

The Clerk confirmed that both matters would be investigated and reported back to the group in due course.

The Chair then confirmed that for the next meeting of the group, subject to it going ahead, that the agenda would consist of the following items of business :-

- Paediatric Services update
- Diabetes update
- Reduction of pressure ulcers; and
- Hospital weekend working (but this was to be subject of confirmation of what exactly was required by the group)

#### Decision

- 1) To note the contents of the workplan;
- 2) To request that the Clerk clarify with members of the group what further information was required in relation to some of the workplan items of business; and
- 3) To request that the Clerk confirm if meetings of the group would proceed on the lead-up to the local government elections in May 2017.

#### 6. DATE OF NEXT MEETING

The group noted the date of the next meeting scheduled to be held on 15 March 2017.



MINUTE of MEETING of the ST JOHN'S HOSPITAL STAKEHOLDER GROUP held within BOARD ROOM 1, ST JOHN'S HOSPITAL, LIVINGSTON, (AND BY VIDEO CONFERENCE CALL FROM WAVERLEY GATE) on 15 MARCH 2017.

Present

Councillor John McGinty, Appointed Representative (chair)  
Jacqui Campbell, Interim Chief Officer, Acute, NHS Lothian (by video link)  
Aris Tyrothoulakis, St John's Hospital Interim Site Director  
Caroline McDowall, Partnership Lead St John's Hospital  
Fiona Mitchell, Director of Women's and Children's Services, NHS Lothian (by video link)  
Joan Donnelly, Service Director for Outpatients & Associated Services, NHS Lothian  
Nicola Zammitt, Clinical Director (ECED), Clinical Co-chair Lothian Diabetes MCN  
Ian Sneddon, Transport Manager, St John's Hospital site  
Maureen Anderson, Patient Representative

Apologies

Councillor Dave King, Appointed Representative  
Councillor Anne McMillan, Appointed Representative  
Alex Joyce, Non-Executive member, NHS Lothian  
Martin Hill, Non-Executive member, NHS Lothian  
Lynsey Williams, Non-Executive member, NHS Lothian  
Jim Forrest, Depute Chief Executive, Health and Social Care Partnership  
Agnes Ritchie, Associate Nurse Director, NHS Lothian  
Anne Smith, Site General Manager, St John's Hospital

In attendance

Elaine Dow, Committee Officer, West Lothian Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. ORDER OF BUSINESS

Agenda Item 7 – Identifying Ways to Reduce Pressure Ulcers in Hospital Patients Update

The Chair agreed that this item be deferred and considered at the next meeting scheduled to be held on 19 April 2017 due to apologies being received from the Associate Nurse Director.

3. MINUTE

The group noted the minute of the meeting held on 15 February 2017, which required to be formally agreed at the next meeting scheduled to be held on 19 April 2017, due to the fact that the meeting was inquorate.

#### 4. DIABETES IN LoTHIAN

The Stakeholder Group welcomed Nicola Zammitt, Clinical Director (ECED) and Clinical Co-Chair Lothian Diabetes MCN, to the meeting who provided a presentation about Diabetes in Lothian.

Background information was provided relating to diabetes in Lothian. The Western General Hospital (WGH), Royal Infirmary Edinburgh (RIE) and St John's Hospital (SJH) were previously managed by three separate Diabetes/ Endocrinology departments. In October 2010 the Edinburgh Centre for Endocrinology (ECE) comprised of the RIE and WGH and in February 2014 incorporated SJH, which allowed a pan-Lothian approach, unifying clinical protocols and providing robust cross/cover for sub-specialty services.

The Diabetes Managed Clinical Network (MCN) was established as part of the diabetes strategy to support joined up care between diverse professionals and patients. Aims of the network were to minimise complications and premature death in diabetes and maximise quality of life by detecting and treating the disease and its complications at an early stage, providing equal access to high quality diabetes care for all. It was important that people with diabetes were given the right treatment by the right person at the right time in the right place.

As part of the National Diabetes Improvement Plan 2014, the priorities for improvement in Scotland were aimed at improving the experience and clinical outcomes for patients living with Diabetes. Prevention and early detection of diabetes and its complications, particularly Type 1 Diabetes, were a priority in Scotland. Supporting and developing staff by providing courses for registered and non-registered staff in the management of Diabetes were provided with improved technology available to support patients.

Finally, the 2020 Vision for Health and Social Care was to improve the quality of care provided, with a particular focus on increasing the role of primary care and general practice. Safe, effective and person-centred care was a priority to support people to live as long as possible at home or in a homely setting. Moving forward with pan-Lothian working included pan-Lothian services, education, research and training. A professional lead was available on each hospital site (SJH, WGH, RIE) with three site representation on the operational group as well as linking in with the four Lothian Integration Joint Boards to encourage joined up approaches across the Lothians.

Ms Zammitt then responded to questions from members of the group.

The Chair thanked Ms Zammitt for the excellent presentation which the group found to be very informative.



5. PAEDIATRIC SERVICES/PAEDIATRIC OUTPATIENT CLINIC WAITING TIMES - UPDATE

The Stakeholder Group noted the update provided by Fiona Mitchell, Director of Women's and Children's Services, on the current position within paediatric services at St John's Hospital.

The group heard that interviews were being carried out for the two posts advertised for Paediatric Consultants. An update on the outcome of the interviews would be provided to the next meeting. It was noted that six Paediatric Consultants had previously been appointed however one Paediatric Consultant was successful in obtaining another position within the hospital therefore five Paediatric Consultants remained in post. Although the situation within the paediatric service remained challenging the paediatric rota remained satisfactorily covered and members of staff within the Children's ward continued to be supportive.

In relation to the position relating to outpatient paediatric clinic waiting times, the group noted that the situation had improved since the appointment of the additional Paediatric Consultants with 94% of all patients being seen within twelve weeks and a high proportion being seen within eight weeks.

In response to a question from Councillor McGinty regarding the arrangements in place to sustain the interim model while progressing the longer term model (option 1) discussed at previous meetings, Ms Mitchell advised that the Paediatric Programme Board was due to meet week commencing 20 March 2017 and would discuss this in more detail. She confirmed that members of staff were committed to continue to provide cover to ensure existing services were sustained within St John's Hospital until all the Paediatric Consultant posts were in place.

The Chair thanked Ms Mitchell for the update. The group also expressed their appreciation to staff within the paediatric service for their continued support.

Decision

To note the update provided by Fiona Mitchell, Director of Women and Children's Services, NHS Lothian.

6. CAR PARKING AT ST JOHN'S HOSPITAL - UPDATE

The Stakeholder Group noted the update from Ian Sneddon, Transport Manager, St John's Hospital, on the proposals to improve and reduce the risks within the car park at St John's Hospital.

The group was advised that St John's Hospital Traffic Management Group meet on a monthly basis with traffic management walkabouts carried out quarterly. Following a recent walk about, St John's Hospital was graded as being a 'red risk' due to a significant number of incidents being reported. An audit was carried out which highlighted that a large number

of staff were using car park 'P', the patient car park. Car park 'A' was previously the dedicated car park for staff which then became an overflow car park for patients. Ten disabled car parking spaces have been closed to protect pedestrians and a number of proposals in place to reduce the level of risk.

It was proposed that number recognition cameras would be fitted in car park 'P' by the end of March 2017, which would become operational in July 2017 and would highlight cars being parked irregularly. A communication plan was in place to inform staff and stakeholders of the planned changes to ensure that they were aware of what options were available to them. Other means of travel would also be promoted for staff, i.e. 'active travel', local transport and 'trip share'. It was hoped that the introduction of the proposed changes would remove the 'red risk' from the site.

The Chair then acknowledged that car parking within St John's Hospital site was challenging, however, this reflected that St John's was a busy hospital and well used by people within the community. He undertook to provide support to the hospital by advertising the changes on the council's web site. Caroline McDowall agreed to provide the FAQ relating to the proposed changes to Elaine Dow when available to forward on to the council's Corporate Communication service to advertise on the council's web site.

The Chair then thanked Mr Sneddon for the update.

#### Decision

1. To note the update from the Transport Manager; and
2. To note that the Chair undertook to support the hospital by advertising the FAQ relating to the proposed changes on the council's web site.

### 7. WORKPLAN

The group considered the contents of the workplan (copies of which had been circulated).

It was agreed that the report relating to 'Identifying ways to reduce pressure ulcers in hospital patients' – Agnes Ritchie, would be considered at the next meeting on 19 April 2017. The following reports/updates were also included for consideration at the meeting on 19.04.17:

- Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update – Fiona Mitchell; and
- Hospital Weekend Working and Staffing Requirements – Aris Tyrothoulakis

#### Decision

1. To note the contents of the workplan; and

2. To agree the items for consideration at the next meeting on 19 April 2017.

8. DATE OF NEXT MEETING

The group noted the date of the next meeting scheduled to be held on 19 April 2017.



**ST JOHN'S HOSPITAL STAKEHOLDER GROUP**  
**Work Plan 19 April 2017**

| SUBJECT   | OFFICER            |
|---|--------------------|
| <b>2017</b>   |                    |
| <b>19 April Meeting</b>   |                    |
| Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update | Fiona Mitchell     |
| Identifying ways to reduce pressure ulcers in hospital patients       | Agnes Ritchie      |
| Hospital Weekend Working and Staffing Requirements Update             | Aris Tyrothoulakis |
| <b>17 May Meeting</b>   |                    |
| Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update | Fiona Mitchell     |
| <b>21 June Meeting</b>  |                    |
| Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update | Fiona Mitchell     |
| West Lothian Childhood Obesity Project Update                         | Dr Rajeeb Rashid   |

|  |                                     |
|--|-------------------------------------|
| <b>Items to be scheduled</b>             |                                     |
| Delivery of services for stroke patients | Aris Tyrothoulakis/Jacquie Campbell |