



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

14 September 2017

A meeting of St John's Hospital Stakeholder Group will be held within **Board Room 1, St John's Hospital, Livingston** on **Wednesday 20 September 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. Confirm Draft Minute of Meeting of St John's Hospital Stakeholder Group held on Wednesday 19 April 2017 (herewith)
5. Paediatric Services/Paediatric Outpatient Clinic Waiting Times - Update by Fona Mitchell, Director of Women's and Children's Services
6. St John's Hospital Car Parking - Update by Aris Tyrothoulakis, St John's Hospital Interim Site Director
7. Hospital Winter Working Proposals - Update by Aris Tyrothoulakis, St John's Hospital Interim Site Director
8. Workplan (herewith)
9. Any Other Competent Business
10. Date of Next Meeting: 18 October 2017

**NOTE For further information please contact Elaine Dow on 01506-281594,
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MINUTE of MEETING of ST JOHN'S HOSPITAL STAKEHOLDER GROUP held within BOARD ROOM 1, ST JOHN'S HOSPITAL, LIVINGSTON, on 19 APRIL 2017.

Present

Councillor John McGinty, Appointed Representative (Chair)
Councillor Dave King, Appointed Representative
Councillor Anne McMillan, Appointed Representative
Martin Hill, Non-Executive member, NHS Lothian
Maureen Anderson, Patient Representative
Jim Forrest, Depute Chief Executive Health and Social Care Partnership
Agnes Ritchie, Associate Nurse Director, NHS Lothian
Fiona Mitchell, Director of Women's and Children's Services, NHS Lothian (by conference call)

Apologies

Caroline McDowall, Partnership Lead, St John's Hospital
Anne Smith, Site General Manager, St John's Hospital

In attendance

Elaine Dow, Committee Officer, West Lothian Council

1. DECLARATIONS OF INTEREST

Agenda Item 5 – Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update

Martin Hill declared an interest due to him being a member of the Paediatric Programme Board.

2. ORDER OF BUSINESS

The Chair agreed that agenda item 6 (Identifying Ways to Reduce Pressure Ulcers in Hospital Patients) be considered before agenda item 5 (Paediatric Services Update) to allow additional time for the difficulties being experienced with the video link to Waverley Gate to be resolved.

The Chair agreed that Agenda Item 7 (Hospital Weekend Working and Staffing Requirements Update) be deferred and considered at the next meeting scheduled to be held on 17 May 2017 as the Interim Site Director was unable to attend the meeting.

3. MINUTES

1. The group agreed the minute of the meeting held on 15 February 2017 as being a correct record, subject to being ratified by the Interim Chief Officer due to the meeting being inquorate.
2. The group agreed the minute of the meeting held on 15 March 2017 as being a correct record, subject to being ratified by the Interim Chief

Officer due to the meeting being inquorate.

Decision

Approved the minutes of the meetings held on 15 February 2017 and 15 March 2017 as being a correct record subject to being ratified by the Interim Chief Officer.

4. IDENTIFYING WAYS TO REDUCE PRESSURE ULCERS IN HOSPITAL PATIENTS

The Stakeholder Group noted the update from Agnes Ritchie, Associate Nurse Director, on the steps being taken to identify and reduce pressure ulcers.

The group was advised that in September 2016 Healthcare Improvement Scotland produced a paper outlining six standards to ensure best practice in the prevention and management of pressure ulcers. A short life working group was set up in January 2017 which included hospital staff and colleagues from the Primary Care sector and Social Policy to develop the best achievable practice in the prevention and management of pressure ulcers. Benchmarking processes were set up with a view to producing a Lothian Position Statement. A generic approach was being taken throughout Lothian which would be replicated in all hospitals, care homes and nursing homes to ensure standards were being met.

Risk assessments were being carried out with patients using the new assessment tool to identify if ongoing risk assessment was required. Early indication highlighted that St John's Hospital had achieved above the standard required and that there was already a reduction in patients presenting with ulcers and requiring treatment.

Work would continue to be carried out via the short life working group, which was due to meet again in June 2017.

The Chair thanked Ms Ritchie for the update and acknowledged the excellent work carried out to reduce and manage pressure ulcers.

Decision

To note the update provided by the Associate Nurse Director.

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 six out of the eight Paediatric Consultant posts were now filled. It was intended to advertise for the remaining two positions at the end of May/early June to try to encourage interest from newly qualified

candidates.

The paediatric rota continued to be covered and it was not anticipated that there would be any problems covering the rota during the summer holiday period due to the continued support of staff.

In relation to the position relating to outpatient paediatric clinic waiting times, the group noted that there was an increase in the number of children waiting over twelve weeks for an out-patient appointment. Work would continue to address this situation in a bid to reduce the number of children waiting on an appointment over twelve weeks.

There was a meeting of the Paediatric Programme Board being held following the Stakeholder Group and an update would be reported to the next meeting scheduled to be held on 17 May 2017.

The Chair thanked Ms Mitchell for the update acknowledging that the paediatric rota continued to be covered.

Decision

To note the update provided by the Director of Women's and Children's Services.

6. WORKPLAN

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

The workplan was agreed subject to including Hospital Weekend Working and Staffing Requirements update by Aris Tyrothoulakis for consideration at the meeting scheduled to be held on 17 May 2017.

Decision

1. Noted the workplan; and
2. Agreed that the Hospital Weekend Working and Staffing Requirements update be included on the workplan for consideration at the meeting on 17 May 2017.

7. DATE OF NEXT MEETING: 17 MAY 2017

The group noted the date of the next meeting scheduled to be held on 17 May 2017.

8. CLOSING REMARKS

As this was the last meeting of the current administration before the local government elections on 4 May 2017, the Chair thanked all colleagues in the Health Board for their support and assistance in the work of St John's

Hospital Stakeholder Group over the past five years as well as elected members, council officers and members of the public for their support and attendance at meetings.

ST JOHN'S HOSPITAL STAKEHOLDER GROUP
Work Plan 20 September 2017

SUBJECT	OFFICER
2017	
20 September Meeting	
Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update	Fiona Mitchell
St John's Hospital Car Parking Update	Aris Tyrothoulakis
Hospital Winter Working Proposals	Aris Tyrothoulakis
18 October Meeting	
Paediatric Services/Paediatric Outpatient Clinic Waiting Times Update	Fiona Mitchell