

MINUTE of MEETING of the ST JOHN'S HOSPITAL STAKEHOLDER GROUP held within BOARD ROOM 1, ST JOHN'S HOSPITAL, LIVINGSTON, on 21 SEPTEMBER 2016.

Present –

Councillor John McGinty, Leader of West Lothian Council (Chair)
Councillor Anne McMillan, Appointed Representative
Mr Martin Hill, Non-Executive member, NHS Lothian
Mr Alex Joyce, Non-Executive member, NHS Lothian (by video link)
Ms Lynsay Williams, Non-Executive member, NHS Lothian (be teleconference)
Mr Jim Forrest, Depute Chief Executive, West Lothian Council
Ms Jackie Campbell, St John's Hospital Site Director, NHS Lothian

Apologies –

Councillor Dave King, Appointed Representative
Ms Caroline McDowall, Partnership Lead, St John's Hospital
Mrs Maureen Anderson, Patient Representative
Mr Jim Crombie, Chief Officer, University Hospitals and Support Services
Ms Fiona Mitchell, Director of Women's and Children's Services, NHS Lothian
Ms Agnes Richie, St John's Hospital Site Chief Nurse, NHS Lothian

In Attendance –

Val Johnston, Committee Officer, West Lothian Council

2 members of the public

1. OPENING REMARKS

The Chair welcomed Martin Hill to the meeting noting that Martin would be the replacement for Brian Houston, who had recently intimated his resignation from the group.

The Chair then advised the group that he would write to Mr Houston and thank him for his contributions to the group over the past couple of years.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. MINUTE

The group confirmed the Minute of its meeting held on 24 August 2016 as a correct record.

4. PAEDIATRIC SERVICES UPDATE

The Stakeholder Group considered a report (copies of which had been circulated) which provided an update on the current position within the paediatric service.

Jacquie Campbell, Site Director, St John's Hospital then provided the group with an overview of the latest position with the paediatric service explaining that following the recent advertisement for eight consultant posts there had been an excellent response with eight applications having been received, seven of whom were already known to the service. It was intended that the interviews would take place on 5 October 2016 with the outcome known soon thereafter.

In the meantime staff within the service were continuing to support the service and the rota was secure up to January 2017. Additionally a new Clinical Fellow was expected to take up post with the St John's Hospital team shortly and join the rota.

The Stakeholder Group continued to be advised with regards to the recently established Paediatric Programme Board which had been formed to take forward the recommendations of the Royal College of Paediatrics and Child Health (RCPCH) report, following its approval by NHS Lothian Board. This group was being chaired by Non-Executive board member George Walker and Martin Hill, who had recently joined the Stakeholder Group, had also become a member of the programme board. Mr Hill explained some of the initial discussions that had been undertaken at the programme board explaining that there was a huge amount of optimism around the whole recruitment exercise and that once in post it would take time for the new staff to become established based on their skill set and training requirements.

In response to a question from Councillor McMillan in relation to the effect on paediatric out-patient clinics at St John's Hospital, it was explained that information on this matter would be crucial to discussions at future meetings of the programme board. It was also noted that any information gathered would be shared with the Stakeholder Group.

The Chair then asked if the appointment of eight new consultants would have an impact on the timeframe for the implementation of Option 1 of the RCPCH report. It was explained that this was unlikely as it would take time for new staff to become established within post taking into consideration their individual skill sets and training profiles.

The Chair thanked the group for the positive update.

Decision

1. Noted the update with regards to the Paediatric Service at St John's Hospital;
2. Noted that eight consultants posts had been advertised and that there had been a very positive response;
3. Noted that interviews for the consultants posts would take place on 5 October 2016;
4. Noted that existing staff would continue to support the existing rota up to January 2017;

5. Noted the work of the newly established Paediatric Programme Board; and
6. Agreed that an update on the effect on paediatric out-patients clinic activity would be provided to a future meeting of the Stakeholder Group.

5. WORKPLAN

The group considered the contents the workplan (copies of which had been circulated) and which contained a number of items for the meetings scheduled up to December 2016.

The Chair explained that as the timetable of meetings up to June 2017 was on the agenda for approval, consideration was to be given to distributing the items of business throughout the remaining meetings of the group so that each meeting had meaningful business to discuss.

A number of suggestions were made including contacting Dr Rajeeb Rashid with regards to his presentation on the Child Obesity Project.

It was also noted that the September meeting was to have considered a report on the Quality Dashboard but as the responsible officer had not been available Jacquie Campbell, Site Director, St John's Hospital provided a brief overview of some of the highlights noting that a more thorough report would be produced in time for the October meeting.

These highlights included :-

- The hospital mortality rate up to the end of March 2016 was below the national average;
- Inpatient Falls Risk Assessment – an education programme amongst staff was underway;
- Complaints were decreasing month-on-month with only 20 recorded in the month of June 2016; and
- Staff absence target of 4% - seeing some reduction but still with some spikes which were being dealt with in a pro-active manner by HR.

The Chair thanked Jacquie for the update.

Decision

1. Noted the content of the workplan;
2. Agreed to schedule all the items of business across the remaining meetings of the group;
3. Agreed to contact Dr Rajeeb Rashid with regards to his item of

business to see if this could be brought forward to a meeting of the group before the end of the year; and

4. Noted the Quality Dashboard highlights, noting that a more detailed report would be presented to the October meeting of the group.

6. TIMETABLE OF MEETINGS 2017

A timetable of meetings for the Stakeholder Group up to and including June 2017 had been circulated.

Decision

To approve the timetable of meetings up to June 2017.