



COUNCIL EXECUTIVE

ST JOHN'S HOSPITAL STAKEHOLDER GROUP

REPORT BY DEPUTE CHIEF EXECUTIVE

A. PURPOSE OF REPORT

To update members on the business and activities of St John's Hospital Stakeholder Group.

B. RECOMMENDATION

To note the terms of the minute of the meetings of St John's Hospital Stakeholder Group held on 25 April 2018 and 24 October 2018 attached as an appendix to the report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs
	Being honest, open and accountable
	Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Council requires the activities of certain outside bodies to be reported to elected members on a regular basis, as part of its Code of Corporate Governance.
III Resources - (Financial, Staffing and Property)	None.
IV Consultations	None required.

D. TERMS OF REPORT

On 29 June 2010 the Council Executive decided that the activities of certain outside bodies should be reported within the council to ensure all elected members are aware of the business of those bodies and to help to ensure their activities are more effectively scrutinised.

In accordance with that decision the business of St John's Hospital Stakeholder Group was to be reported to this meeting by the production of its minutes. The relevant documents are produced as appendices to this report.

E. CONCLUSION

This report ensures that members are kept apprised of the activities of St John's Hospital Stakeholder Group as part of the council's Code of Corporate Governance.

F. BACKGROUND REFERENCES

West Lothian Council Code of Corporate Governance.

Council Executive, 29 June 2010

Appendices/Attachments: 1

Minutes of meetings of St John's Hospital Stakeholder Group held on 25 April and 24 October 2018.

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Date: 26 March 2019



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 25 APRIL 2018.

Present

Councillor Harry Cartmill (Chair)

Councillor Tom Kerr

Councillor Dom McGuire

Martin Connor, Non-Executive Members, NHS Lothian

Alex Joyce, Non-Executive Members, NHS Lothian

In Attendance

Jacquie Campbell, Chief Officer, Acute Services, NHS Lothian

Michelle Carr, St John's Hospital, NHS Lothian

Anne Smith, St John's Hospital, NHS Lothian

Fiona Mitchell, Director of Women's and Children's Services, NHS Lothian

Agnes Ritchie, St John's Hospital, NHS Lothian

1. DECLARATIONS OF INTEREST

Councillor Dom McGuire declared an interest that his mother was Head of Manual Handling at St John's Hospital

2. MINUTE

The group confirmed the Minute of its meeting held on 31 January 2018 as a correct record.

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

Jacqui Campbell, Chief Officer, Acute Services commenced the presentation by advising the group that NHS Lothian remained committed to a 24/7 model for the paediatric unit at St John's Hospital.

Seven consultants had been recruited by NHS Lothian and would be working between St John's Hospital and the Sick Kids as part of their ongoing training. At the moment out of the seven consultants, one was on maternity leave and another was not due to start until August 2018. This left 5 on the rotation schedule.

Over and above this two Advanced Practitioner Nurses (APN's) were due to complete their training towards the end of 2018 and they would then start working at the paediatric unit.

Ms Campbell continued to advise that at a recent meeting of the Paediatric Programme Board (PBB) the focus had very much been on

creating a safe and sustainable model for the unit with a model of mixed skills the most desirable. The Clinical Team at John's Hospital had been tasked to go and away and look at possible models and to report back to a future meeting of the PBB. One particular issue they had been asked to look at was enhancing and promoting the APN role, which was proving vital to the success of the unit.

The members then asked a series of questions in relation to the appropriate skill mix to cover all the available shifts and Fiona Mitchell, Director of Women's and Children's Services advised that it was important to service provision that the role of APN's be promoted with less reliance on consultants. NHS Lothian was keen to see candidates apply for these enhanced APN roles, however Ms Mitchell explained that it would take the right type of candidate, with suitable seniority and skill level, to take on the training as it was very intense. Additionally medical supervision was essential as part of the training and this too needed to be organised.

Ms Mitchell also explained that at the moment 21 shifts out of an available 39 were covered and that the APN grade was the most flexible when it came to covering the out of hours shifts so were vital to service delivery.

Ms Campbell continued to advise the group that whilst NHS Lothian would go out to recruitment next month for APN's most applicants tended to be internal and then not all candidates would be suitable, given the intense training involved as previously described.

In relation to keeping the residents of West Lothian up-to-date with what the latest position was with the service provision at the unit Ms Campbell advised that she would be happy to arrange for a briefing note to be issued to all West Lothian Community Councils and Parent Councils and would be happy to liaise with West Lothian Council colleagues for assistance with this.

With regards to Outpatient Clinic Waiting Times, Ms Mitchell advised the group that as of the end of March 2018 there were 89 patients from the Sick Kids waiting more than 12 weeks and 88 at St John's Hospital. It was explained that this was not normal but was clearly the result of the severe winter pressures that most hospitals had been subjected to since the start of 2018. The figure for April 2018 for St John's was 61 waiting more than 12 weeks.

NHS Lothian was running extra clinics to try and deal with the backlog and many of the cases being presented were typical of those for the time of year.

In relation to a question asked about the "beast from the east" at the end of February/start of March 2018, Mrs Campbell advised the group that the staff at St John's Hospital and across all NHS Lothian services, had been fantastic in keeping vital services going and had made sure most patients were seen within appropriate timescales. Non-essential appointments had however been cancelled as a precaution. Additionally many staff had stayed over at the hospital when the weather had been at its worst to ensure they were on duty/available. Many partners including council

colleagues had also been of great assistance when it came to the use of 4x4 vehicles to help people get in and out of the hospital.

The Chair thanked Ms Campbell and Ms Mitchell for the very informative update on the paediatric unit at St John's Hospital.

Decision

1. To note the update in relation to the current service provision level of the paediatric unit, St John's Hospital;
2. To agree that the Chief Officer, Acute Services issue a briefing to residents of West Lothian, via Community Council's and Parent Council's with regards to the current service provision level at the paediatric unit;
3. To note the current position with outpatient clinic waiting times; and
4. To note the update in relation to how staff and patients coped with the severe weather experienced in February/March 2018.

4. FUTURE MEETING DATES

The Clerk advised the group that there were two more meetings scheduled for 2018; these being 22 August 2018 and 24 October 2018.

The Clerk continued to advise that from the August meeting onwards and for the next two years responsibility for chairing and clerking the meetings would transfer to NHS Lothian in accordance with the remit of the group, approved when the group was first established in 2008.

The Chair then took the opportunity to thank everyone for the support that had been provided to him during his tenure as Chair of the group.

Decision

1. To note the two meetings scheduled to take place for the remainder of 2018; and
2. To note that the responsibility for chairing and clerking the meetings for the next two years would transfer to NHS Lothian, from the summer of 2018 onwards.

Minute of Meeting of the St John's Hospital Stakeholder's Group held in the Boardroom, St. John's Hospital, Livingston on 24 October 2018.

Present:

Mr Martin Connor, Non-Executive (in the Chair)
Councillor Harry Cartmill
Councillor Tom Kerr

In Attendance:

Miss Lyndsay Baird, Committee Administrator
Ms Jacquie Campbell, Chief Officer, Acute Services, NHS Lothian
Mr Jim Forrest, Director, West Lothian H&SCP
Ms Fiona Mitchell, Director, Women's and Children's Services, RHSC
Mr Aris Tyrothoulakis, Site Director, SJH

Apologies:

Ms Agnes Ritchie, Site Chief Nurse, SJH
Councillor Dom McGuire
Ms Anne Smith, General Manager St John's Hospital, Pan Lothian Endoscopy Service and PAEP
Mr Alex Joyce, Employee Director & Non- Executive.

The Chair welcomed those present to the October meeting of the St. John's Stakeholder's Group.

The Chair reminded Members that they should declare any financial and non-financial interests they had in the items of business for consideration, identifying the relevant agenda item and the nature of their interest. Nobody declared an interest.

1. Minutes of the previous meeting held on 22 August 2018 – The minutes of the previous meeting held on 22 August 2018 were accepted as an accurate record.
2. Matters Arising - There were no matters arising from the previous minute.
3. Paediatric Services/ Paediatric Outpatient Clinical waiting Times Update – Ms Mitchell advised that in October 2016 there were 39 patients waiting over 12 weeks. At October 2018 there were 21 patients sitting over 12 weeks. She had checked the figure in advance of attending the meeting and of those 21 patients, 6 were still waiting; appointments for the remaining patients had been made for November 2018.

- 3.1 The improvement against the waiting list and future oversight of the waiting list to mitigate spikes during peak holiday periods was welcomed by Members.
4. Paediatric Programme Board – It was noted that the Paediatric Programme Board's (PBB) continued to meet on a monthly basis to consider improvements made and the suitability of the workforce plan for paediatric services in Lothian.
- 4.1 Ms Mitchell reiterated that the consultant lead model was no longer viable and the Board would look to proposals that utilize APN grades to cover the out of hours shifts.
- 4.2 Members welcomed the appointment of 3 APNs. Ms Mitchell anticipated that successful candidates would be in post by November; once in post training would commence. Building on recent successes the Board would seek to recruit additional ANPs to support a sustainable service in West Lothian.
- 4.3 A programme work to review the Paediatric Consultant posts at St. John's Hospital was underway. NHS Lothian sought to develop a programme and job descriptions that would attract specialist in epilepsy and neonatology. It was hoped that the balance between working between St John's and the Royal Hospital for Sick Children would provide variety and maintain essential skillsets making remaining within the region more attractive to potential candidates.
- 4.4 There was some discussion on the investment of training in staff and how NHS Lothian proposes maintaining a sustainable service. Ms Campbell acknowledged that staff moving on was inevitable due to personal circumstances however, NHS Lothian would work to ensure that job plans were attractive.
- 4.6 Councillor Cartmill noted the opportunity to share some good news with the general public in West Lothian and questioned whether formal communication would come from NHS Lothian. Members agreed that it was important that a statement come from the NHS Lothian, as to reaffirm the Boards dedication to reopening a sustainable Paediatric Unit at St John's Hospital. Ms Mitchell agreed to liaise with Communications to produce a newsletter that Mr Forrest's team could disseminate.
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- 4.7 Ms Campbell drew the Group's attention to work that would assess the footprint of St. John's Hospital and how NHS Lothian could maximise services for children in the area within the current structure.
5. East Region Short Stay Elective Centre (SSEC), SJH, Livingston – Following the approval of the initial agreement, work to develop a full business case for the 12 additional theatres, and supporting infrastructure was in progress.

- 5.1 The Board had opted for a tight timeline for the programme of work anticipating completion of the build by early 2022. Ms Campbell assured the Group that the proposed teaching facility would be ring fenced for short stays and would bring colorectal, urology, orthopaedics, and general surgery, gynaecology services to St John's; In addition to an expansion of existing head and neck services. Plans included the utilisation of cutting edge technology as part of NHS Lothian's programme of work to attract professionals to the region.
- 5.2 Members noted that the large scale investment saw NHS Lothian was making a clear commitment to improving the long-term standing of facilities in West Lothian and should go some way to alleviating local fears.
- 5.3 The Group noted the update on the proposed short stay elective unit at St. John's Hospital.

6. Any Other Competent Business

- 6.1 Management Team, St. Johns Hospital – Members noted that in light of the plans to expand the site and a noted difference in management of other sites, a case could be made to strengthen the management team at St. John's. Plans to recruit a General Manager for Unscheduled Care and a dedicated Clinical Director for the Emergency Department were underway. Job Planning for the General Manager would see the successful candidate take on responsibility for the expansion of St John's, to include the Short stay Unit and improvement of the Front door to ensure adherence to the 4 Hour emergency access standard.
 - 6.1.1 Members welcomed to move to bring the St. John's Management team in line with all other sites in Lothian.
- 6.2 Tippethill – Councillor Kerr expressed concerns surrounding plans that would see the Day Care Centre and the Scottish Ambulance Centre vacate the Tippethill site. He questioned whether the security of the site and the future of the one business that remained. Mr Forrest advised that this was a matter for the Integrated Joint Board (IJB) to discuss and agreed to pass Councillors Kerr's concerns on to IJB colleagues.

JF

- 7. Date of the Next Meeting – The next meeting of the St. John's Stakeholder Group was scheduled for 23 January 2019 at 14:30 in the Boardroom, St. John's Hospital, Livingston.