

**Community Engagement Advisory Panel
Meeting of 21st August 2008**

Minutes

Present:

Kate Munro	Community Engagement, New Children's Hospital
Alison Cloudsley	Youth Panel
Frances McGuinness	Family Support and Information Service
Daniel Connelly	Community Engagement
Morgan Jamieson	Project Medical Director, New Children's Hospital

In Attendance:

Dagmar Kerr	Action for Sick Children (Scotland)
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Apologies:

Iain Wallace	Associate Medical Director
Rory Farrelly	Head of Nursing
Elaine Love	Head of Nursing (Designate)
Mairi Macleod	Project Manager, New Children's Hospital
Mark McAllister	Community Engagement Manager
Sarah Brady	Health Promotion Officer, Child & Youth Health Improvement
Linda Morris	SHPO (Schools), Child & Youth Specialist HI Team
Maureen McClure	Family Panel
Jacque Little	Family Panel
Chris Cameron	Nurse Specialist (Young People)
Marjorie Gillies	Senior Nurse (Patient Services)

In view of the large number of apologies it was agreed to put the third quarter meeting back to September next year.

1. Minutes of Meeting of 15th May 2008

Accepted as a true record

2. Matters Arising

There were no matters arising that were not on the agenda.

3. Planning Update

Morgan presented an update on the planning process. He reported that the planning team were preparing the Clinical Brief to go out to tender to the market in early 2009. The Clinical Brief is a fairly substantial document that describes for prospective bidders what the new hospital will do. Morgan and Mairi are currently holding a number of meetings with different groups from the RHSC to form a detailed description of adjacencies, services, activity levels and specific accommodation requirements etc. Once completed, the Clinical Brief will be sent to the market for various building consortia to respond to and to propose their plans for how to meet our needs.

New Technical Advisors to assist the project team in the next stages of the project have been appointed. Technical Advisors support the Planning Team in its discussions and negotiations with the consortia bidding for the contract.

Bed numbers for the new hospital have previously been agreed, based on activity and population predictions from 2004-05. A review of the planning assumptions based on more recent data will be undertaken in the coming months. While the overall bed number is agreed, that has not yet been divided up amongst the various wards and departments. There will be a meeting to review the ward/speciality allocations in October.

4. Community Engagement Update

4.1 **The Surgical Short Stay Group** launched its proposals for new patient pathways and developments in surgical short stay with a party for the staff, families, children and young people who had been involved in developing the plans and piloting the new pathways. Dagmar reported that she had been very pleased with the work of the SSSG and the ways in which they had involved families, children and young people. She felt that this programme provided a model of good practice for user involvement in service re-design. Frances agreed, noting that the staff had been very impressed with the input of families and that this had helped to encourage the exchange of ideas that had taken place.

4.2 **NCH Stakeholder Reference Group:** The Family and Youth Panels have been invited to join the New Children's Hospital Stakeholder Reference Group. The remit of this group is as follows:

Role and Remit

The NCH Stakeholder Reference Group will provide a forum through which key stakeholders can effectively contribute to, and be informed about, the planning of the New Children's Hospital. The Key functions of the NCH Reference Group will be :

- to engage widely with all relevant interest groups including patients and their families.
- to ensure that key stakeholders are kept informed about the planning process and allied developments
- to enable the planning process to benefit from a wide range of public, professional and organisational opinion
- to test design proposals and assumptions against the needs and expectations of a range of interest groups

Following consultation Joseph McSherry has been nominated from the Youth Panel and Jacque Little will represent the Family Panel.

4.3 **Richard Mazuch Presentation:** Richard Mazuch an Architect who has taken a particular interest in hospital design will be giving a talk on 'Evidence Based Environments' on Thursday 18th September 2008 in the RHSC Yorkhill with a live video link to the Lecture Theatre, RHSC Edinburgh. The presentation will also be video streamed for the NCH web site. Two places for this presentation were allocated to the Family Panel and two places to the Youth Panel. The representatives of the Panels are as follows:

Family: Libby Gold, CHAS
Liz Platt, PAMIS

Youth: Alison Cloudsley
Joseph McSherry

4.4 **Transport Study:** Kate gave notice of the Transport team's intention to investigate the use of and barriers to public transport to children's hospitals in the new year.

5. Youth Panel Update

Alison Cloudsley gave an update on the activity of the Youth Panel.

5.1 Recruitment: Alison has been meeting with voluntary organisations to build the profile of the Youth Panel and to make contact with other groups of young people. She recently attended a conference on youth recruitment to mentoring programmes and has arranged to meet with Sarah Brady, Health Promotion Officer (Child & Youth Health Improvement) at the West CHCP to help her develop new ideas and strategies for recruitment.

5.2 Visits to Poole and London: 2 members of the Youth Panel recently accompanied members of the Age-Appropriate Care Re-design Sub-Group on visits to University College Hospital, London and Poole District General Hospital to view the adolescent facilities. A report of the visit is available on the NCH website.

5.3 Following their training and successful delivery of a survey on behalf of the Scottish Government's consultation on the National Delivery Plan for Specialist Children's Services, the Youth Panel have been conducting a survey with teenage patients in Yorkhill. When complete a report of the survey will be prepared for the Age Appropriate Care Re-design Sub-group and the Planning Team.

5.4 Two members of the Youth Panel recently attended a meeting with the Cabinet Secretary for Health, Nicola Sturgeon to discuss the views of young people using hospital and health services. The Youth Panel members felt that it was a very successful meeting and that their views were listened to.

6. Family Panel Update

6.1 Recruitment is continuing to the Family Panel with new members joining the mailing lists

6.2 A meeting for families with children with complex needs was held with PAMIS on May 16th. These types of meetings are very useful as they allow families to raise a very wide range of issues and to discuss items in depth. The next family meeting is for SENSE Scotland on the 31st of October and further meetings will be planned with PAMIS.

6.3 The Youth Panel conducted a survey of families about their views and opinions of the main entrance to the children's hospital. There were very mixed views – reflecting the wide range of ages and reasons why children attend Yorkhill but there was a clear preference for an area that was light, airy, cheerful and had some essential shops e.g. a newsagent and services e.g.

Family Support & Information within it. The most important service was a reception desk that was staffed and had good, clear information on wayfinding.

There was some discussion of the main entrance with the meeting agreeing that while some shops were useful, it was important not to fill the area with stalls and shops. A marketplace area was suggested that would separate out shops and stalls from the services of the hospital.

7. AOCB

There was no other business.

8. Date of Next Meeting

The date of the next meeting is:

2pm 20th of November 2008

To be held in the Conference Room, Queen Mother's Hospital