

New Children's Hospital

Project Steering Group

Notes of Meeting of 8th February 2007

At 10.30am in the Board Room – Project Offices, Hillington

Attending:

Morgan Jamieson (chair)	Rose Byrne	Sandra Bustillo
Mairi Macleod	Kate Munro	Rory Farrelly
Isabelle Cullen	Alan Seabourne	Dorothy Cafferty
Iain Wallace	Jonathan Coutts	
Dagmar Kerr	Stephen Macleod (for	
Shona Cardle	Mark Feinmann)	

1. Apologies:

Jim Beattie	Jane Peutrell	Deirdre Evans
Sharon Adamson	Rosslyn Crockett	Isabel McCallum
Kate McKay	John Currie	Mike Connor
Jamie Redfern		

2. Minute of Previous Meeting

The minute of the meeting held on 16th November 2006 was approved as an accurate record subject to the following amendment.

Page 4 item 10.1 should read : “Dagmar Kerr tabled copies of the European Association for Children in Hospitals Charter which included **relevant** advice on hospital planning.

3. Matters Arising

3.1 Ronald McDonald and CLIC Sargent

Alan Seabourne updated that he had contacted the Central Legal Office regarding issues surrounding the CLIC Sargent and Ronald McDonald facilities at Yorkhill. He reported that progress was being made to ensure that both these charities established sites near or on the Southern General site.

Morgan Jamieson reported that the team were meeting with CLIC Sargent on 9th February 2007.

3.2 Joint Meeting with Lothian

Morgan Jamieson referred to the draft agenda which had been previously circulated and asked for agreement that the proposed programme met the groups' needs. It was agreed that the agenda was appropriate and a date would be arranged in May 2007.

3.3 Accident and Emergency Survey

Morgan Jamieson reported that a planned survey of attendances at A&E services across Glasgow was planned for spring 2007 and would be conducted over a 6 week period. He informed the group that the intention was to update activity on those presenting with minor injuries.

Rory Farrelly reported that a group had been set up as a result of the HDL on "Emergency Care for Children and Young People". He advised that he was chairing the group looking at issues for Greater Glasgow and Clyde.

Sue Forsyth asked about staff training for nurses in the minor injury units. Rory Farrelly responded that funding was being made available from NES to train staff in this area.

3.4. National Steering Group

Morgan Jamieson reported that the National Steering Group looking at cancer services had held an option appraisal on 7th February 2007. Rory Farrelly reported that he had attended the appraisal however, it had been established that more detailed work was required before the option appraisal could be properly conducted.

4. Clinical Advisory Group

4.1 Clinical Advisory Group

The group noted the minutes of the Clinical Advisory Group held on 15th November 2006.

4.2 Bed Modelling

Alan Seabourne reported that the proposed bed model would be submitted to the Project Executive Group the following week. He stressed that the figure was a target with detailed redesign and future models of care to be established before the figure was confirmed for the full business case.

Dagmar Kerr commented that there was a lot of anxiety among Yorkhill staff about the proposed reduction in bed numbers. Morgan Jamieson reported that the Project Steering Group was still going through the due process for the outline business case with attention to the projected activity level and affordability.

4.3 Impact of Age Limit Change

Morgan Jamieson referred to the paper which had been previously circulated on the figures regarding attendances of 13-15 year olds to Glasgow hospitals excluding Yorkhill. He clarified that the activity levels referred to 2004/05.

4.4 "Hotel" facilities

Morgan Jamieson reported that a survey was being conducted at Yorkhill on patients accessing beds overnight. Rory Farrelly updated that those using beds not required for clinical needs included distance, transport and some coming in too early for their procedure. He agreed to feedback the final results of the survey in due course.

5. Service Redesign

Rory Farrelly spoke to the paper which had been previously circulated on the Women and Children's Directorate proposal for the management of service design. He advised that the launch of the process was scheduled for that evening at 5.30pm with roll out to other sites throughout the next few weeks.

Rory reported that the paper set down the philosophy of design process and dealt with governance issues. He stressed that it was a multi-professional approach to redesign.

Rory advised that training dates had been agreed for February/April and May and that design issues would be fed back to the Clinical Advisory Group to ensure that areas of work required for the new children's hospital were being addressed.

Alan Seabourne asked how the West of Scotland Health Boards were being included in this process. Rory Farrelly responded that the appropriate external clinicians from outlying Health Board areas were included along with colleague from CHCPs.

6. Project Update

6.1 West of Scotland Boards

Morgan Jamieson reported that meetings had been held with individual West of Scotland Health Boards on the new children's hospital and the plans to date. He also advised that the project team had attended a joint meeting of Directors of Finance and Planning on 26th January 2007. He updated that a meeting with NSD was scheduled for that afternoon.

Morgan Jamieson advised that Linda de Caestecker had now been replaced by Sharon Adamson as chair of the Regional Planning Group and she would be joining the membership of the group although she could not attend that day. He proposed that another non-Glasgow representative from the Regional Planning Group should also be asked to join the Steering Group. Members agreed to this suggestion.

Action – MJ

6.2 Timescale

Alan Seabourne reported that the schedules of accommodation required for the outline business case and the public sector comparator were expected to be completed by the end of March 2007. He reported that a meeting was also planned with the Glasgow City Planners at the end of March.

Alan Seabourne updated that the outline business case was expected to be submitted to the Health Board during May 2007 and to the Scottish Executive Capital Investment Group as soon as possible thereafter.

7. Community Engagement

Kate Munro updated that a “thank you” party for the children involved in the scoping exercise for the outline business case had been held at Yorkhill on 7th December 2006. She advised that the Chairman of the Board had given a short speech of thanks and the children had then enjoyed some party entertainment and food.

Kate reported that she was developing a family newspaper which would be circulated to family members included in the engagement process and also around Yorkhill Hospital.

Kate advised that a virtual meeting had been held with the Youth Panel the previous evening and media training was being arranged for members of the group.

Kate informed that she was working with her colleague Mark McAllister on the “Govan” end of community engagement with a view to some joint initiatives between Yorkhill and the Govan participants. One suggestion had been that the Youth Panel from Yorkhill would be involved in the Govan Fair.

Kate advised that education packs were being developed along with education colleagues in Yorkhill Hospital. It was intended that these packs would be piloted within the hospital and then circulated to primary schools around the Govan area.

Kate reported that the Family Panel had not met since November 2006 although it was planned that they would only meet when there was a need. Kate updated on action arising from issues raised in the “Tell Us What You Think” document for the outline business case. She advised that funding had been allocated to provide vibrating baby alarms for mothers with hearing difficulties and funding for additional breast feeding pillows had also been approved.

8. Communications

Sandra Bustillo reported that a meeting was scheduled for the new children’s hospital communications group the following week. She highlighted that the website for Greater Glasgow and Clyde had now been redesigned, and commented that this would make it easier to navigate around the site.

9. Charitable Funding

Morgan Jamieson reported that a formal group had now been set up with the Yorkhill Children's Foundation to discuss charities input to the new children's hospital. He advised that it was proposed to hold an "launch night" for charity groups to update them on the project. It was also proposed that following the launch individual meetings would be held with clinicians and charities to look at areas where investment from the charities would be beneficial.

10. Lothian Update

Rose Byrne reported that the first newsletter for the new children's hospital in Edinburgh had now been issued. She reported that open meetings for staff were being held to focus on clinical redesign ahead of the new children's hospital and advised that this was the main focus of work at the moment.

Rose reported that a Regional Planning Workshop event had been held on the patient journey. She reported that feedback from this event had been positive and further work would be done on the outcomes of the workshop.

11. Dublin Children's Hospital

Morgan Jamieson reported that a meeting had been held with the project team and representatives from Dublin who were planning to build a tertiary hospital for Ireland. He advised that Rose Byrne had attended the session from the Edinburgh project team.

Morgan reported that it had been an interesting meeting and it was anticipated that further discussions would be held between the three project teams.

12. Any Other Competent Business

a. Maternity Outline Business Case

Dorothy Cafferty reported that the outline business case for the maternity refurbishment and rebuild was being submitted to the Health Board on 20th February 2007.

b. Nursery

Sue Forsyth asked if consideration was being given to the provision of a nursery on the new south campus. Alan Seabourne responded that a process had started in this regard.

13. Date of Next Meeting

It was agreed that the group would next meet on **10th May 2007 at the project offices in Hillington.**