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# W O M E N & C H I L D R E N ' S D I R E C T O R A T E

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## Minute

### Theatre Design Group for New Hospital Tuesday 27<sup>th</sup> June 2006 @ 2.00pm Postgraduate Room, DCH

**Present:** Dr J Peutrell (Chair), SSN A Irvine (Theatre Nurse, YH), Sr K Thomson (Theatre Nurse, YH), Ms B Wilson (Theatres Nurse, GRI), Ms D Fung (Consultant Dental Surgeon), Ms M Gillies (Patient Services), Mr R Duncan (Consultant Orthopaedic Surgeon), Dr P McGrogan (Consultant Gastroenterologist), Miss J Gallagher (Management Admin), Ms N McIntosh (Nursing – Haemato-oncology), Sr E Cuning (Day Surgery), Ms S Tumath (Pre-Admission Nurse), Ms F Mercer, Miss K Munro, Mrs W Miller, Dr T Lavy, Mrs D Kerr, Mr S O'Toole, (Dr G Bell – Late (Anaesthetist)) Mrs C Hopkins (minutes)

**Apologies:** Mrs K Maley (Lead Nurse), Jerome St George (Neurosurgery), A Fyfe (Consultant General Surgeon), Mr M Devlin (Consultant Maxillofacial Surgeon).

JMP gave a presentation to in order to outline the remit and key tasks/issues for the Theatre Design Group for the new hospital. The consultation paper on the Proposal for a New Children's Hospital and the Project Framework had been circulated to members of the group prior to the meeting. Jane explained that this presentation outlined her ideas and thoughts on the way forward and asked that members of group feed back with any suggestions or to highlight any considerations that may have been omitted.

JMP outlined the very tight timescales that need to be worked to; outline Business Case to the planners by September 2006 and to the Board by December 2006. She proposed that a 2-phase project is taken forward to inform the detailed business case.

Phase 1 will consist of a process mapping exercise involving all stakeholders and asked the group to suggest any additional stakeholders who should be considered.

Phase II will look at the facilities and multi-disciplinary groups should consider things like equipment, physical environment, risk management etc. Throughout the process adjacencies such as day surgery, same day admissions, pre-operative assessment, inpatient wards, A & E etc. should be considered.

Kate Munro attended the meeting to stress the importance of public involvement, in particular about involving children, young people and parents in the project. She explained that a three month process of asking these groups how they would like to be involved is underway and at the end of this resource will be available to ensure that this input and involvement is supported.

### Preparing for the Outline Business Case

JMP requested that the group members provide the following information prior to the next meeting:

- List all the components of the current services
  - *Operating Theatres – KT/AI/EJ*
  - *DSU – EC/ST*
  - *GA Imaging – SM/FC*
  - *Cardiology – TR/GMcN*
- List facilities/components that should be included but currently are not. – All members in liaison with 'base' groups.
- List those processes and facilities that work well – All
- List those processes that could and should be improved – All
- Within the facilities and services covered under the remit of the 'Theatres sub-group' (DSU, SDA, preoperative assessment, operating theatres, GA radiology suite) – consider what needs to be adjacent to what? Please weight the priorities and describe the interfaces.  
Remember that adjacencies could be horizontal or vertical – All
- List and prioritise what other services and facilities need to be adjacent to the theatre complex. Please weight the priorities and describe the interfaces.

### General

- Obtain relevant documents and provide e-version, if available, to JMP (if not, paper copy). This will be placed on the web site –All
- From these reports, prepare a one page summary (with bullet points) of points relevant to the theatre complex. – All
- Identify other centers, including adult sector, to visit. - All

It was agreed that Peter Dunleavy, Directions Consultancy, should be invited to the next meeting & Fiona Mercer will contact him.

### Dates agreed for Further Meetings:

Tuesday 1<sup>st</sup> August @ 4.30pm – QMH Conference Room

Tuesday 22<sup>nd</sup> August @ 4.30pm – QMH Conference Room

Wednesday 30<sup>th</sup> August @ 4.30pm – QMH Conference Room

Distribution: J Peutrell, A Irvine, K Thomson, E Johnstone, B Wilson (GRI), D Fung, M Gillies, D Kerr, R Duncan, P McGrogan, J Gallagher, N McIntosh, E Cunning, S Tumath, F Mercer, M Jamieson, W Miller, T Lavy, S O'Toole, H Kubba, A Fyfe, J Smart, G Bell, K Maley, H Blyth, J St George, J Brown, M Devlin, J Pollock, T Richens, G McNeill, S Maroo, F Crabbe