

Date of Issue: 22 April 2021

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NHS BOARD CLINICAL GOVERNANCE COMMITTEE AGENDA

29 April 2021 at 9.00am
Microsoft Teams

9.00 1 Welcome / Apologies

- 1.1 Declarations of Conflict of Interest** – Members are asked to consider whether they have a conflict of interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of a conflict of interest should indicate whether it is a financial or non-financial conflict and include some information on the nature of the conflict. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.

9.05 2 Minute of Meeting on 4 March 2021 and Action Plan

(PP 1-16)

The Committee is asked to:

- **Approve** the minute.
- **Consider** actions arising therefrom.

9.10 2.1 Matters Arising

- **Covid Communications Plan – Update by Gaener Rodger**

9.20 3 NHS Highland Remobilisation Plan 2021
Report by Donna Smith, Associate Director Planning, Performance & Improvement on behalf of Pamela Dudek, Chief Executive

(PP 17-78)

The Committee is asked to Note the NHS Highland Remobilisation Plan.

9.35 4 NHS Highland Integrated Performance Report
Report by Donna Smith, Associate Director Planning, Performance & Improvement on behalf of Pamela Dudek, Chief Executive

(PP 79-116)

The Committee will be asked to Review and Discuss the performance outcomes highlighting areas of concern.

9.50	5	PUBLIC HEALTH
	5.1	Health Protection Activity Report by Dr Jenny Wares on behalf of Tim Allison, Director of Public Health
		(PP 117-124)
The Committee is asked to Note the content and implications of the circulated report and accompanying presentation.		
10.00	6	Emerging Issues/Executive and Professional Leads Reports by Exception
Officers are requested to consider any matters requiring to be brought to the attention of Committee members or to be escalated from this Committee to NHS Board level.		
The Committee is asked to Consider the issues identified and receive assurance that appropriate action is being taken / planned.		
10.10	7	Operational Unit Reports by Exception and Emerging Issues with Minutes from Patient Quality and Safety Groups/Argyll and Bute Clinical and Care Governance Group
7.1 Argyll and Bute Exception Report, Quality Improvement Plan and Minute of Meeting of CCGC held on 18 March 2021 (PP 125-148)		
7.2 North Highland Exception Report (PP 149-152)		
7.3 Raigmore Exception Report (PP 153-160)		
7.4 Infants, Children and Young People’s Clinical Governance Group Verbal Update by Stephanie Govenden		
The Committee is asked to Consider the issues identified and receive assurance that appropriate action is being taken / planned.		
10.25	COMFORT BREAK	
10.30	8	Clinical Governance Committee Risk Register Report by Mirian Morrison on behalf of Dr Boyd Peters, Board Medical Director (attached)
(PP 161-166)		
The Committee is asked to: <ul style="list-style-type: none"> • Review the risk statement, identify current mitigation, score the risk and identify what further action is needed. • Agree for inclusion into the Clinical Governance Risk Register. 		

- 10.40 9 **Complaints Themes and Actions/Improvements**
Report by Mirian Morrison on behalf of Dr Boyd Peters, Board Medical Director
(PP 167-178)

The Committee is asked to Discuss the report on the analysis of complaint data drawn from Datix and **Identify** any area for further analysis or investigation.

- 10.50 10 **Scottish Public Services Ombudsman**
Report by Mirian Morrison, Clinical Governance Development Manager
(PP 179-182)

The Committee is asked to Review open Scottish Public Services Ombudsman (SPSO) cases and note the outcome of recent SPSO investigations regarding complaints handling.

11 **INFECTION CONTROL**

- 11.00 11.1 **Infection Prevention and Control Paper**
Report by Catherine Stokoe, Infection Control Manager/Dr Vanda Plecko, Consultant Microbiologist and Infection Control Doctor on behalf of Heidi May, Board Nurse Director
(PP 183-214)

- 11.2 **NHS Highland Control of Infection Control Committee Annual Work Plan 2020/2021 End of Year Update**
(PP 215-218)

- 11.3 **NHS Highland Control of Infection Control Committee Annual Work Plan 2021/2022**
(PP 219-222)

The Committee is asked to:

- **Note** the update on the current status of Healthcare Associated Infections (HCAI) and Infection Control measures in NHS Highland.
- **Note** the NHS Highland Control of Infection Control Committee Annual Work Plan 2020/2021 End of Year Update.
- **Note** the NHS Highland Control of Infection Control Committee Annual Work Plan 2021/2022.

- 11.10 12 **Acute Unit Clinical Governance Report**
Report by Katherine Sutton, Chief Officer (Acute Unit) (PP 223-226)

The Committee is asked to Note the report content.

- 11.20 13 **Transfusion Committee – Six Monthly Update/Exception Report**
Report by Chic Lee, Consultant Anaesthetist/Transfusion Committee Chair
(PP 227-230)

The Committee is asked to Note the report content.

11.30 14 Information Assurance Group – Exception Report
Report by Andy Nealis, Information Assurance and IT Security on behalf of
David Park, Deputy Chief Executive
(PP 231-248)

The Committee is asked to Consider the circulated Exception Report.

11.40 15 Committee Governance and Administration
12.1 Clinical Governance Committee Self-Evaluation Exercise
Verbal Report by Gaener Rodger, Committee Chair

The Committee is asked to Note the position.

11.50 16 Any Other Competent Business

11.55 17 Reporting to the NHS Board

The Committee is asked to Consider and Identify any matters requiring escalation to the NHS Board for consideration.

12.00 18 2021 Meeting Schedule

The Committee is advised as to the remaining meeting schedule for 2021:

- 1 July**
- 2 September**
- 4 November**

19 Close of Meeting

For Information Only

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