

V2 Date of Issue: 7 January 2021

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## **NHS BOARD CLINICAL GOVERNANCE COMMITTEE AGENDA**

**14 January 2021 at 9.00am**  
**Board Room, Assynt House, Inverness and 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 1 December 2020 and Action Plans**

**(PP 1-14)**

**The Committee is asked to:**

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

**9.10 2.1 Matters Arising**

- Update on NHS Highland Winter Plan

**9.20 3 Emerging Issues – COVID 19 update  
Report/Presentation by Tim Allison, Director of Public Health (attached)  
(PP 15-16)**

**The Committee is asked to Note** the content and implications of the circulated report and accompanying presentation.

**9.35 4 NHS Highland Integrated Performance Report  
Report by D Smith, Associate Director Planning,  
Performance & Improvement on behalf of David Park, Deputy Chief  
Executive**

**(PP 17-20 and Additional Paper)**

**The Committee is asked to Review and Discuss** the performance outcomes highlighting areas of concern and the role of the new Performance Recovery Board.

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9.55      5      **Adverse Events and SAERs  
Report by Mirian Morrison, Clinical Governance Development Manager  
(PP 21-52)**

**The Committee is asked to:**

- **Agree** a report be presented to the Committee six monthly on a specific category of adverse event.
- **Consider** if there are any other performance measures that should be included for consideration within the Integrated Performance Report.

10.10      6      **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.

10.20      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 (PP 53-56)

7.2 North and West Exception Report – **No Submission**

7.3 Raigmore Exception Report (PP 57-62)

7.4 South and Mid Exception Report – **No Submission**

7.5 Infants, Children and Young People's Clinical Governance Group Exception Report (December 2020) and Minutes (PP 63-102)

**The Committee is asked to Consider** the issues identified and receive assurance that appropriate action is being taken / planned.

10.35      **COMFORT BREAK**

8      **INFECTION CONTROL**

10.45      8.1      **Infection Prevention and Control Paper and Minute of 9 December 2020  
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 103-130)**

**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 associated Minute of meeting held on 9 December 2020.

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**10.55      9            Area Drugs and Therapeutics Committee – Six Monthly Report and Minute of Meeting held on 4 November 2020  
Report by Ian Rudd, Director of Pharmacy (attached) (PP 131-134)**

- SBAR on Valproate Use and Use of Controlled Drugs in End of Life Care in NHS Highland (PP 131-136)

**The Committee is asked to:**

- **Note** the update in relation to the recent activity of the Area Drugs and Therapeutics Committee.
- **Agreed** no further action is required in the reported activity areas.

**11.05      10            Information Assurance Group Report  
Report by Andy Nealis, Information Assurance and IT Security on behalf of Pam Dudek, Chief Executive**

**The Committee is asked to Note** the next update will be provided to the March 2021 meeting.

**11.05      11            PUBLIC PROTECTION**

**11.1            Child Protection Annual Report  
Report by Heidi May, Board Nurse Director (attached) (PP 141-158)**

**The Committee is asked to Consider** the content of the circulated report.

**11.2            Adult Support and Protection Bi-Annual Report  
Report by Gary Coutts, Chair of Highland Adult Protection Committee (PP 159-166)**

**The Committee is asked to Note** the Bi-Annual Report from the Highland Adult Protection Committee.

**11.15      12            Any Other Competent Business**

**11.20      13            2021 Meeting Schedule**

The Committee is advised as to following meeting schedule for 2021:

**14 January  
4 March  
29 April  
1 July  
2 September  
4 November**

**11.25      14      Close of Meeting**

**For Information Only**

- Report on Unannounced Visit to Willows Ward, New Craigs (PP 167-176)