

Date of Issue: 5 January 2023

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NHS BOARD CLINICAL GOVERNANCE COMMITTEE AGENDA

12 January 2023 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 3 November 2022, Associated Action Plan and Committee Work Plan

(PP)

The Committee is asked to:

- **Approve** the minute.
- **Consider** actions arising therefrom.
- **Note** the updated Work Plan.

9.10 2.1 Matters Arising

- Clinical Governance Quality and Performance Data (Adverse Events) - Medication Incidents (Prescribing) including Vaccines Report by Ian Rudd, Director of Pharmacy (attached)

The Committee is asked to Note the update(s) provided.

**9.15 3 Patient Experience and Feedback
Report by Leah Smith, Complaints Manager**

The Committee is asked to Note the feedback provided.

**9.20 4 Safe Delivery of Care Inspections and Implications for Care Assurance in NHS Highland
Update by Kate Patience-Quate, Interim Board Nurse Director**

Assurance Level Proposed – Limited

The Committee is asked to:

- **Note** the results of the HIS gap analysis would be reviewed by the NHS Quality Steering Group in January 2023.
- **Note** standard work for monitoring and reporting on compliance with other standards included in Safe Delivery of Care scrutiny methodology would be developed.
- **Note** a progress report will be provided.

**9.35 5 Clinical Governance Quality and Performance Data
Report by Mirian Morrison on behalf of Boyd Peters, Board Medical Director**

Assurance Level Proposed – Substantial

The Committee is asked to Consider the assurance given in relation to compliance with legislation, policy and NHS Board Objectives.

**9.45 6 Annual Delivery Plan Outcomes – Overview of Journey Well/Cancer Services
Report by Boyd Peters, Board Medical Director (attached)**

Assurance Level Proposed – Moderate

The Committee is asked to:

- **Note** the information within the attached data slides, the update with regard to how cancer services are being overseen, including quality Page 4 of 4 & safety monitoring, improvement planning, strengthening of regional and national positions.
- **Note** a further report will be submitted later in 2023 as per the Clinical Governance Committee Workplan and agenda setting.

**10.05 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 HHSCP (attached)

Assurance Level Proposed – Moderate

7.2 Highland HSCP (attached)

Assurance Level Proposed – Moderate

7.3 Acute Services (attached)

Assurance Level Proposed - Moderate

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

COMFORT BREAK (10 mins)

10.35 8 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.

Execs/Professional Leads to highlight any emerging issues or matters of note for members. Please consider what you are looking for from the Committee.

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

10.40 9 Infection Prevention and Control Report and Annual Work Plan 2022/2023 Report by Vanda Plecko and Catherine Stokoe on behalf of Kate Patience-Quate, Interim Board Nurse Director

Assurance Level Proposed - Substantial

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

10.50 10 PUBLIC HEALTH

10.1 Public Health (Health Intelligence and Support for Health Services) Report by Tim Allison, Director of Public Health

This report should include and refer to relevant data sets.

Assurance Level Proposed – Substantial

The Committee is asked to Consider the reported position.

11.10 11 PUBLIC PROTECTION REPORTING

There are no matters for consideration in relation to this Item.

11.20 12 Complaints – Patient Experience Viewpoint, Themes and Actions Taken Report by Mirian Morrison, Clinical Governance Development Manager

Assurance Level Proposed – Moderate

The Committee is asked to Consider the assurance given in relation to compliance with legislation, policy and NHS Board Objectives.

11.30 13 MATERNITY SERVICES Report by Kate Patience-Quate, Interim Board Nurse Director

- **Gap Analysis Informed by the Maternity and Neonatal Services in East Kent: 'Reading the signals' report**
- **Gap Analysis Informed by the Independent Review of Maternity Services at The Shrewsbury and Telford Hospital NHS Trust - Ockenden Report**

Assurance Level Proposed – Limited

The Committee is asked to:

- **Note** an initial self-assessment against the Final Ockenden report has been completed in NHS Highland.
- **Agree** to support the plan for development of Board wide, prioritised action plan to be developed and implemented with suggested monitoring through the Maternity and Neonatal Programme Board for North Highland and the Maternity and Neonatal Governance Group for Argyll and Bute.

11.40 14 SIX MONTHLY EXCEPTION REPORTS

14.1 Health and Safety Committee

Report by Fiona Hogg, Director of People and Culture

Assurance Level Proposed – Moderate

14.2 Transfusion Committee – Six Monthly Update

Update by Charles Lee

14.3 Information Assurance Report – Six Monthly Update

Report by Iain, Ross, Head of eHealth on behalf of David Park, Deputy Chief Executive (attached)

Assurance Level Proposed – Substantial

The Committee is asked to Consider the relevant Updates.

11.55 15 Any Other Competent Business

12.00 16 Reporting to the NHS Board

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

12.05 17 2023 Meeting Schedule

The Committee is asked to **Note** the remaining meeting Schedule for 2023:

8 March 2023 (Wednesday at 2pm)
27 April 2023
22 June 2023 (Revised Date)
31 August 2023
2 November 2023

Close of Meeting

For Information Only

1. Maternity and Neonatal Services in East Kent: 'Reading the Signals' Report (Link below)

[Reading the signals - Maternity and neonatal services in East Kent – the Report of the Independent Investigation \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

2. Ockenden Report – Final Report of the Independent Review of Maternity Services at The Shrewsbury and Telford Hospital NHS Trust. (Link below)

[OCKENDEN REPORT - FINAL \(ockendenmaternityreview.org.uk\)](https://ockendenmaternityreview.org.uk)