NHS BOARD CLINICAL GOVERNANCE COMMITTEE AGENDA

4 November 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 2 September and Action Plan**

(PP 1-18)

> **The Committee is asked to:**
>
> • **Approve** the minute.
> • **Consider** actions arising therefrom.

9.10   **2.1**   **Matters Arising**

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

9.15   **3**   **Patient Experience and Feedback**
Leah Smith, Complaints Manager (PP 19-20)

> **The Committee will be asked to Consider** the feedback provided to members.

9.20   **4**   **Older People in Acute Hospital (OPAH) Update**
Report by Heidi May, Nurse Director (PP 21-34)

> **The Committee will be asked to note** the update.

9.35   **5**   **NHS Highland Remobilisation Plan (Version 4)**
Presentation by Lorraine Cowie, Head of Strategy and Transformation

> **The Committee is asked to Note** the presentation content.

10.00   6   NHS Highland Cancer Services
Presentation by Derick MacRae, Service Manager

> **The Committee is asked to** note the reported position on Cancer Services.

10.10   7   NHS Highland Integrated Performance and Quality Report
Report by Mirian Morrison on behalf of Dr Boyd Peters, Board Medical Director (PP 35-44)

> **The Committee will be asked to Review and Discuss** relevant performance outcomes and future reporting requirements.

10.25   8   PUBLIC HEALTH

8.1   NHS Highland Screening Programmes 2021 Update
Report on behalf of Dr T Allison, Director of Public Health (attached)
(PP 45-58)

> **The Committee is asked to:**
>
> - **Note** the update and take assurance that appropriate monitoring and action is being undertaken.
> - **Consider** whether the level of detail provided is sufficient.

8.2   Vaccination and Immunisation Strategy – Tranche 2 Update
Presentation by Dr Tim Allison, Director of Public Health

> **The Committee is asked to** note the progress.

10.35   9   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.

- **New Child Protection Guidance Update – Heidi May (PP 59-60)**

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

10.40   10   Operational Unit Reports by Exception and Emerging Issues with Minutes from Patient Quality and Safety Groups/Argyll and Bute Clinical and Care Governance Group

10.1 Argyll and Bute HSCP Exception Report   **(PP 61-64)**
10.2 Highland HSCP Exception Report   **(PP 65-72)**
10.3 Acute Services Exception Report   (RSV readiness)   **(PP 73-78)**
10.4 Infants, Children and Young People's Clinical Governance Group   **(PP 79-84)**

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

11.10   **COMFORT BREAK**

11.15   **11**   **NHS Board Risk Assurance Framework**

          11.1 Updated Strategic Risk Register
             Report by Mirian Morrison on behalf of Boyd Peters (PP 85-90)

          11.2 Strategic Risk 662 - Clinical Strategy and Redesign
             Presentation by Lorraine Cowie, Head of Strategy and Transformation

          11.3 Strategic Risks 715 - Public Health (Covid-19 and Influenza)
             Update by Dr T Allison, Director of Public Health (attached) (PP 91-92)

          11.4 Updated Clinical Governance Committee Risk Register
             Update by Mirian Morrison, Clinical Governance Manager (PP 93-98)

The Committee is asked to:

- **Note** the updated HSH Board Strategic Risk Register
- **Receive assurance** on the relevant Clinical Governance Risks
- **Review** the risks on the Clinical Governance Committee Risk Register, identify current mitigation, score the current level of risk and identify what further action is needed.

11.30   **12**   **Scottish Public Services Ombudsman Report**
         Update by Mirian Morrison, Clinical Governance Manager (attached)
                                           (PP 99-104)

The Committee is asked to:

- **Review** open SPSO cases.
- **Note** outcomes of recent SPSO Investigations regarding complaints handling.

11.40   **13**   **Complaints Annual Report**
         Report by Mirian Morrison, Clinical Governance Manager (attached)
                                          (PP 105-132)

The Committee is asked to Approve the Complaints Annual Report 2021/22.

11.50   **14**   **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 133-156)

The Committee is asked to Note the update on the current status of Healthcare Associated Infections (HCAI) and Infection Control measures in NHS Highland.

12.00   **15**   **Transfusion Committee – Six Monthly Update/Exception Report**
         Report by Chic Lee (To Follow)

The Committee will be asked to Note the Update report content.

12.10   16   Information Assurance Group – Minute of Meeting on 15 September 2021
Andrew Nealis, on behalf of David Park, Deputy Chief Executive (PP 157-160)

> **The Committee is asked to Note** the circulated Minute.

COMMITTEE ADMINISTRATION

12.15   17   Committee Self Evaluation Action Plan
Update by Committee Chair (attached)

(PP 161-168)

> **The Committee is asked to Approve** the Self Evaluation Action Plan.

12.20   18   Any Other Competent Business

19   Reporting to the NHS Board

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

20   2022 Meeting Schedule

The Committee is asked to note the meeting schedule for 2022 as follows:

13 January
3 March
28 April
30 June
1 September
3 November

12.30   Close of Meeting

For Information Only

- Caithness Service Redesign Initial Agreement Document