

V2 Date of Issue: 29 September 2020

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

**6 October 2020 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 25 August 2020 and Action Plans**

**(PP 1-12)**

**The Committee is asked to:**

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

**9.10 2.1 Matters Arising**

**9.15 3 NHS Highland Code of Corporate Governance Report by Ruth Daly, Board Secretary**

**(PP 13-158)**

**The Committee is asked to Consider** the circulated Code of Corporate Governance, as reported to the NHS Board on 29 September 2020.

**9.30 4 NHS Highland Integrated Performance Report Report by Donna Smith, Associate Director Planning, Performance & Improvement on behalf of Pam Dudek, Deputy Chief Executive**

**(PP 159-190)**

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

**9.50 5 Executive and Professional Leads Reports by Exception**

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

**10.00 6 Operational Unit Reports by Exception and Emerging Issues with Minutes from Patient Quality and Safety Groups/Argyll and Bute Clinical and Care Governance Group**

6.1 Argyll and Bute Exception Report (1 August to 16 September 2020) and Minute from Clinical Care and Governance Committee held on 21 September 2020 **(PP 191-200)**

6.2 North and West Exception Report (September 2020) **(PP 201-222)**

6.3 Raigmore Exception Report for May to August 2020 and Minute of Quality and Patient Safety Committee held on 18 August 2020 **(PP 223-234)**

6.4 South and Mid - Minute of Meeting of Quality and Patient Safety Group held on 5 August 2020 **(PP 235-242)**

6.5 Infants, Children and Young People's Clinical Governance Group Exception Report and Minutes of Meetings held on 3 July and 10 August 2020 **(PP 243-266)**

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

**10.10 COMFORT BREAK**

**10.15 7 SPSO Quarterly Report  
Report by Mirian Morrison, Clinical Governance Development Manager  
(PP 267-276)**

**The Committee is asked to:**

- **Note** the open cases, seek assurance that the recommendations are being progressed and actioned within timescale.
- **Consider** further areas for quality improvement work.

**8 INFECTION CONTROL**

**10.20 8.1 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 277-296)**

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

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<b>10.30</b>	<b>8.2</b>	<p><b>Control of Infection Committee Constitution and Terms of Reference (PP 297-300)</b></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>The Committee</b> is asked to Ratify the circulated Constitution and Terms of Reference.</p> </div>
<b>10.35</b>	<b>9</b>	<p><b>Emerging Issues</b></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>The Committee is asked to Identify</b> any relevant emerging issues for future discussion and potential escalation to the NHS Board.</p> </div>
<b>10.40</b>	<b>10</b>	<p><b>Revised Committee Terms of Reference (PP 301-304)</b></p> <p>At the meeting held on 25 August 2020 the Committee had approved revised Terms of Reference subject to amendments identified in discussion.</p> <div style="border: 1px solid black; padding: 5px;"> <p><b>The Committee is asked to Note</b> the final revised Committee Terms of Reference.</p> </div>
<b>10.45</b>	<b>11</b>	<p><b>Clinical Governance Committee Annual Work Plan (PP 305-306)</b></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>The Committee is asked to Note</b> the Committee Work Plan.</p> </div>
<b>10.55</b>	<b>12</b>	<p><b>Any Other Competent Business</b></p>
	<b>13</b>	<p><b>Dates of Future Meetings</b></p> <p>1 December 2020</p>
<b>11.00</b>	<b>14</b>	<p><b>Close of Meeting</b></p>