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NHS HIGHLAND
CLINICAL GOVERNANCE COMMITTEE

15 January 2026 at 9.00am
Virtual Meeting Format (Microsoft Teams)

- **All cameras should be turned on**
- **Use raise hand facility to discuss items – do not use MS Teams chat**

AGENDA

Time	**1.**	**Standing Items**	
09.00	1.1	**Welcome and Apologies**	
	1.2	**Declarations of Interest** Members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of interest should indicate whether it is financial or non-financial and include some information on its nature. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
	1.3	**Minute of Previous meeting Thursday, 6 November 2025, Rolling Action Plan and Committee Workplan 2025/2026** The Committee is asked to **Approve** the Minute of the meeting of 6th November 2025, **Consider** actions arising therefrom and **Note** the updated rolling action plan and Committee Work Plan.	PP.1-10 & Excel
09.05	1.4	**Matters Arising** • **Women's Services Update** Report by Isla Barton, Director of Midwifery The Committee is asked to **Examine and Consider** the report content and take **Moderate Assurance** it gives confidence of compliance with legislation, policy and Board objectives.	PP.11-33 & Excel
	2.	**Service Updates**	
09.20	2.1	**Audiology National Review Update** Report by Dr Boyd Peters, Board Medical Director and Katherine Sutton, Chief Officer (Acute) The Committee is asked to **Note** the content of the report and take **Moderate** assurance.	PP.34-38
	2.2	**Cancer Services Update** Report by Derick MacRae, Cancer Service Manger on behalf of Katherine Sutton, Chief Officer (Acute) The Committee is asked to **Consider** the circulated report and take **Limited** assurance.	PP.39-48
	3.	**Emerging Issues/Executive and Professional Leads Reports by Exception**	
09.45		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.	

	4.	**Patient Experience and Feedback – Complaints and Compliments Case Studies**	PP.49-53
10.00		Report by Mirian Morrison on behalf of Boyd Peters, Board Medical Director The Committee is asked to **Note** the content of the report and take **Moderate Assurance.**	
	5.	**Clinical Governance Quality and Performance Data**	PP.54-65
10.10		Report by Mirian Morrison on behalf of Boyd Peters, Board Medical Director The Committee is asked to **Note** the content of the report and take **Moderate Assurance.**	
	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**	
10.25	6.1	**Argyll and Bute HSCP** Report by Evan Beswick, Chief Officer The Committee is asked to **Note** the content of the report and take **Moderate Assurance.**	PP.66-80
	6.2	**Highland Health and Social Care Partnership** Report by Claire Copeland on behalf of Arlene Johnstone, Chief Officer (HSCP) The Committee is asked to **Note** the content of the report and take **Moderate Assurance.**	PP.81-129
	6.3	**Acute Services** Report by Evelyn Gray and Elaine Henry on behalf of Katherine Sutton, Chief Officer Acute Services The Committee is asked to **Note** the content of the report and take **Moderate** assurance.	PP.130-195
	6.4	**Infants, Children and Young People's Clinical Governance Group** Report by Dr Stephanie Govenden on behalf of Louise Bussell, Board Nurse Director The Committee is asked to **Note** the content of the report and take **Moderate** assurance.	PP.196-224
10.55		**Comfort Break – 15 minutes**	
	7.	**Infection Prevention and Control**	
11.10	7.1	**Infection Prevention and Control Report and Annual Work Plan 2025/26 Six Month Update** Report by Catherine Stokoe, Infection Control Manager on behalf of Louise Bussell, Board Nurse Director The Committee is asked to **Consider** the report content and associated levels of assurance being proposed.	PP.225-251
	8.	**Annual Delivery Plan and Operational Improvement Plan Update**	PP.252-267
11.20		Report by Bryan McKellar on behalf of David Park, Deputy Chief Executive The Committee are asked to **Note** the update and alignment of Operational Improvement Plan to Annual Delivery Plan and Integrated Performance and Quality Report.	

	9.	**Public Health**	
	9.1	**Joint Health Protection Plan 2025-27** Report by Dr Jennifer Davies, Director of Public The Committee is asked to take **Moderate Assurance** and **Approve** the Joint Health Protection plan which will be submitted to Board for final approval in due course	PP.268-324
	10.	**Six Monthly Updates by Exception and Annual Reports**	
11.35	10.1	**Duty of Candour Annual Report** Report by Ali Felce, Business Manager on behalf of Dr Boyd Peters, Board Medical Director The Committee is asked to **Consider** the circulated report take **Limited** assurance and **Note** additional measures and action is required to improve our data collection and extraction in relation to organisational Duty of Candour	PP.325-333
	10.2	**Transfusion Committee – 6 Monthly Update** Report by Fiona Gunn, Chair of Hospital Transfusion Committee The Committee is asked to **Note** the content of the report and take **Moderate** assurance.	PP.334-341
	10.3	**Information Assurance Group – 6 Monthly Update** Report by Andy Nealis, Information Governance and IT Security Manager on behalf of David Park, Deputy Chief Executive The Committee is asked to **Note** the content of the report and take **Substantial** assurance.	PP.342-351
	10.4	**Tissue & Organ Donation Committee 6-Month Update** Report by John Rae, Consultant Anaesthetist	**Item Deferred**
	11.	**Clinical Risk**	
11.45		Update by Dr Boyd Peters, Board Medical Director	
11.50	**12.**	**Annual Review of Committee Terms of Reference**	PP.352-359
		Report by Nathan Ware, Deputy Head of Corporate Governance The Committee is asked to: (a) **Review** the ToR and **Highlight** any required changes, should none be required then: (b) **Agree** to make no further changes to the current ToR as shown in the appendix to this report **(c)** **Note** that the ToR will be submitted to the Audit Committee and the Board for approval in March 2026 and included in the updated Code of Corporate Governance thereafter.	
	13.	**Calendar of Meeting Dates 2025/26, 2026/27 and Date of Next Meeting**	
		5 March 2026 – Next Meeting 7 May 2026 2 July 2026 3 September 2026 5 November 2026 14 January 2027 4 March 2027	

11.55	**14.**	**Reporting to the NHS Board**	
		The Committee is asked to **Consider** and **Identify** any matters requiring escalation to the NHS Board for consideration.	
	14.	**Any Other Competent Business**	
12.00		**Close of meeting**	

	Clinical Governance Committee Membership	
Non-Executive Members (4x)	Chair	Karen Leach
	Member	Vacant (was A Christie)
	Member	Joanne McCoy (Vice Chair)
	Member	Muriel Cockburn
Area Clinical Forum Chair	Member	Allyson Turnbull-Jukes
Staffside Representative	Member	Dawn MacDonald
Independent Public Members (2x)	Member	Liz Henderson
	Member	Seamus McMillan
Board Medical Director	Member/Lead Officer	Boyd Peters
Director of Public Health	Member	Jennifer Davies
Board Nurse Director	Member	Louise Bussell
Ex Officio	Board Chair	Sarah Compton-Bishop
	Board Chief Executive	Fiona Davies
In attendance (Routinely Invited)	Deputy Medical Directors	C Copeland (Community) Elaine Henry (Acute)
	Chief Officer (North)/Director of Community Services	Arlene Johnstone
	Chief Officer (Argyll and Bute)	Evan Beswick
	Chief Officer (Acute)	Katherine Sutton
	Head of eHealth	Iain Ross
	Director of Pharmacy	Sarah Buchan
	Board Clinical Governance Manager	Mirian Morrison
	Clinical Governance Manager (Argyll and Bute)	Leah Smith
	Contracted Services Representative (Highland Council) (Head of Service)	Jane Park
	Director (Allied Health Professionals)	Jo McBain
	Deputy Nurse Director	Kate Patience-Quate
	Associate Nurse Directors	Carol Spratt (MH & LD)
	Director of Midwifery	Isla Barton
	Director of Adult Social Care	Simon Steer
	Consultant Community Paediatrician	Stephanie Govenden
	Deputy Head of Corporate Governance	Nathan Ware