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NHS HIGHLAND
CLINICAL GOVERNANCE COMMITTEE

4 September 2025 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**

Distribution: 26 June 2025

AGENDA

Time	**1.**	**Standing Items**	
09.00-09.05	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, 3 July 2025, Rolling Action Plan and Committee Workplan 2025/2026 (attached)** The Committee is asked to **Approve** the Minute of the meeting of 3 July 2025, **Consider** actions arising therefrom and **Note** the updated rolling action plan and Committee Work Plan.	PP.1-15
09.05-09.20	1.4	**Matters Arising** • **Update Presentation on NDAS Service Update - K Sutton**	
	2.	**Service Updates**	
09.20-9.45	2.1	**Primary Care Workforce Survey Update** Members are asked to **Note** this will be taken forward as part of Primary Care Strategy activity.	
	2.2	**Verbal Update on Partnership Governance Discussion** – Louise Bussell	
	2.3	**Update on Dentistry State of Play and Impact on Acute Services Report by John Lyon, Director of Dentistry (attached)** The Committee is asked to **Consider** the report content and take **Limited** assurance.	PP.16-49
	2.4	**Verbal Update on Care Inspections and Approach** – Louise Bussell	
	3.	**Emerging Issues/Executive and Professional Leads Reports by Exception**	
9.45-10.00		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**	
10.00-10.10		**Report by Mirian Morrison on behalf of Boyd Peters, Board Medical Director (attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance.	PP.50-59
	5.	**Clinical Governance Quality and Performance Data**	
10.10-10.25		**Report by Mirian Morrison on behalf of Boyd Peters, Board Medical Director (attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance. There is also circulated NHS Highland Annual Complaints Report 2024/25.	PP.60-74 PP.75-97
	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**	
10.25-10.55	6.1	**Argyll and Bute HSCP** **Report by Evan Beswick, Chief Officer (attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance.	PP.98-136
	6.2	**Highland Health and Social Care Partnership** **Report by Claire Copeland on behalf of Arlene Johnstone, Chief Officer (HSCP)(attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance.	PP.137-154
	6.3	**Acute Services** **Report by Evelyn Gray and Elaine Henry on behalf of Katherine Sutton, Chief Officer Acute Services (attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance.	PP.155-191
	6.4	**Infants, Children and Young People's Clinical Governance Group** **Report by Dr Stephanie Govenden on behalf of Louise Bussell, Board Nurse Director (attached)** The Committee is asked to **Consider** the report content and take **Moderate** assurance.	PP.192-200
		Comfort Break – 15 minutes	
	7.	**Infection Prevention and Control**	
10.55-11.10	7.1	**Infection Prevention and Control Report and Control of Infection Committee Annual Report 2024-25** **Report by Catherine Stokoe, Infection Control Manager on behalf of Louise Bussell, Board Nurse Director (attached)** The Committee is asked to **Consider** the report content and further **Consider** the associated levels of assurance proposed.	PP.201-214

	8.	**Annual Delivery Plan 2025/26 and Scottish Government Operational Improvement Plan Update**	
11.10-11.25		**Report by Bryan McKellar on behalf of Kristin Gillies, Interim Head of Strategy and Transformation (attached)** The Committee is asked to **Note** the update and take **Substantial** assurance on the interface between the NHSH Annual Delivery Plan and the deliverables set out within the Scottish Government Operational Improvement Plan (OIP).	PP.215-219
	9.	**Six Monthly Updates by Exception and Annual Reports**	
11.25-11.45		• **Organ and Tissue Donation Committee – 6 Monthly Update**	Deferred
		• **Duty of Candour Annual Report**	Deferred
		• **Realistic Medicine Annual Update**	Deferred
		• **Research, Development and Innovation Annual Report 2025 (attached)** The Committee is asked to **Consider** the report content and take **Substantial** assurance.	PP.220-235
	10.	**NHSH Risk Register Update**	
11.45-11.50		**Update by Dr Boyd Peters, Board Medical Director**	
11.50-11.55	**11.**	**Calendar of Meeting Dates 2025/26, 2026/27 and Date of Next Meeting**	
		6 November 2025 – Next Meeting 15 January 2026 5 March 2026 7 May 2026 2 July 2026 3 September 2026 5 November 2026 14 January 2027 4 March 2027	
11.55	**12.**	**Reporting to the NHS Board**	
		The Committee is asked to **Consider** and **Identify** any matters requiring escalation to the NHS Board for consideration.	
	13.	**Any Other Competent Business**	
12.00		**Close of meeting**	

	Clinical Governance Committee Membership	
Non-Executive Members (4x)	Chair	Karen Leach
	Member	Alasdair Christie
	Member	Joanne McCoy (Vice Chair)
	Member	Muriel Cockburn
Area Clinical Forum Chair	Member	Catriona Sinclair
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
	Clinical Director of eHealth/Head of eHealth (Substitute)	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