

**Argyll and Bute HSCP
 Clinical and Care Governance Committee**

**24th February 2022 – 2.30pm
 Via TEAMS**

Minute

	Item	Action
1.0	<p>WELCOME AND APOLOGIES</p> <p>PRESENT Sarah Compton Bishop (SCB) – IJB Chair (Chair) Caroline Cherry (CCh) – Head of Adult Services-Older Adults and Community Hospitals Catriona Dreghorn (CD) – Lead Midwife Charlotte Craig (CG) - Business Improvement Manager David Gibson (DG) – Head of Children & Families & Chief Social Work Officer Elizabeth Higgins (EM) – Associate Nurse Director Fiona Broderick (FB) – Staff Side Fiona Thomson (FT), Associate Director of Pharmacist Kieron Green ((KG)– Elected Member & IJB Vice Chair Linda Currie (LC)– Associate AHP Director</p> <p>APOLOGIES Evan Beswick (EB) – Head of Primary Care Fiona Campbell (FC) – Clinical Governance Manager Fiona Davies (FD) – Interim Chief Officer Jean Boardman (JB) - Non-Executive Director, NHS Highland Sandy Taylor (ST) – Elected IJB Member</p>	
2.0	<p>PREVIOUS MINUTES Minutes agreed as accurate approved.</p>	
3.0	<p>ACTION LOG</p> <p>Item 2 – it was agreed a paper should be presented at the April Committee to update on the CAMHS current position. It was agreed that the submission of this paper would allow CAMHS to be removed from the agenda as a standing item.</p> <p>Item 3 – Action has been closed on understanding it will be picked up as part of framework review.</p>	

	<p>Item 5 – Summary paper to come to April committee then action can be closed.</p> <p>Item 6 – Agreed item was to be removed.</p>	
4.0	<p>MATTERS ARISING Nil</p>	
QUALITY & EFFECTIVENESS OF CARE		
5.0	<p>(a) SOCIAL WORK COMPLAINTS REPORT</p> <p>Stand alone report on Social Work complaints performance was tabled. This was noted as being outwith the expected governance route and there was no one present to talk to the report. Clear that clarification about joint reporting is required and will be refreshed as part of the Clinical and Care Governance Framework review.</p> <p>(b) ANTI-VIRAL</p> <p>RH presented tabled paper and the Committee were asked to note the overview of antiviral medication and process in Argyll and Bute.</p> <p>The paper detailed the types of anti-viral medication available, how they can be accessed, who they can be access by and how they will be delivered. There was discussion around how patients in remote and island areas can access treatments. The Chair commended the innovative work and progress.</p>	
SAFETY & EXPERIENCE		
6.0	<p>(a) Initial Case Review</p> <p>CC presented tabled report which outlined the investigation and outcomes of an Initial Case Review relating to a deceased client.</p> <p>CC presented the issues and risks across a number of areas of care and case management.</p> <p>The investigation was complex and thorough with all health and social care records reviewed, all chronologies compiled, inspection reports were scrutinised and policies and procedures reviewed.</p> <p>The purpose of the final report was to review the case and consider key learning. There are a number of systematic improvements required that are transferable across Argyll and Bute; including effective review processes, care at home improvement and audit, financial management and understanding of AWI processes. There is no individual staff blame but organisational learning and systematic improvements must be made for us to be assured on the protection of vulnerable adults. Oversight and dissemination of key learning will be through the Adult Protection Committee and Lead Officer.</p> <p>The Committee noted the issues, risks and concerns and the investigation that was completed into the care of the client.</p>	

	<p>The committee discussed the key outcomes and the need to disseminate key learning to front line staff.</p> <p>(b) Overview of Key Risks-Hospitals, Adult Community Health, Social Work and Social Care Services, Care Homes and Care at Home and Unscheduled Care, Dementia Service</p> <p>CC presented the tabled paper which is a brief report on some of the key risks and mitigations at this point of time. CC asked that the committee note that this is not yet captured within a risk register for the service but this will be completed as a high level overview by the end of March 2022</p> <p>CC highlighted the following risks and gave a brief overview for each one;</p> <ul style="list-style-type: none"> - Staffing-Management (linked to Strategic Risks around workforce) - Staffing-Recruitment, Retention and Well Being (linked to Strategic Risks around workforce) - Dementia specific-Medical Cover - Adult Social Work - Care at Home (linked to the Strategic risks around workforce and sustainability of providers) - Oban Lorn and the Isles Hospital Medical Staffing - Coll-Nursing cover - Strategic Direction (linked to the Strategic risks around strategic planning) - Budget (linked to the Strategic risks around Financial risks) - Estate - Telecare Service <p>The committee approved the development of a full service risk register to sit under the strategic risk register and requested the final document is brought back to this committee.</p> <p>RH to bring dementia paper to next committee</p> <p>The Committee noted the overview of key risks</p>	<p>CC RH</p>
<p>7.0</p>	<p>AOCB</p> <p>(a)NEW STRUCTURE OF A&B HSCP CLINICAL AND CARE GOVERNANCE COMMITTEE AND OPERATIONAL GROUPS</p> <p>The Clinical and Care Governance Framework review is underway and the final draft will be presented to the July committee.</p>	<p>EH/RH</p>
<p>8.0</p>	<p><u>2022 dates via Teams starting at 2pm (90mins)</u></p>	

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| | <ul style="list-style-type: none">– 28th April 2022– 28th July 2022– 26th October 2022– 2nd February 2023 | |
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