

MINUTES of MEETING of ARGYLL AND BUTE HSCP CLINICAL AND CARE GOVERNANCE COMMITTEE held BY MICROSOFT TEAMS on THURSDAY, 2 FEBRUARY 2023

Present:

Sarah Compton-Bishop (Chair)

Jean Boardman
Dr Rebecca Helliwell
Fiona Broderick

Councillor Amanda Hampsey
Councillor Douglas Philand
Fiona Davies

Attending:

Linda Currie, Associate Director of AHP
Fiona Thomson, Associate Director of Pharmacy
Allyson Turnbull-Jukes, Director of Psychology
Evan Beswick, Head of Primary Care
Caroline Cherry, Head of Health and Community Care
Margo Howatson, Clinical Governance Manager
Charlotte Craig, Business Improvement Manager
Lynsey Innis, Senior Committee Assistant, Argyll and Bute Council

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of:-

Elizabeth Higgins, Associate Director of Nursing
Alison McGrory, Associate Director of Health
Jillian Torrens, Head of Adult Services

2. MINUTES

The Minute of the Clinical and Care Governance Committee, held on 26 October 2022 was approved as a correct record.

3. ACTION LOG

Having given consideration to the Action Log, the following updates were agreed:-

Action 1 - Clarification to be sought in relation to information required. Decision as to whether to remain on the action log once relevance of timely information agreed.

Action 2 - Action closed at February 2023 Committee meeting with new action agreed to ensure the assurance of the development of HSCP Operational Risk Registers.

Action 3 - To remain on the agenda as planning in between meetings.

Action 4 – Addition of action - Assurance of the development of HSCP Operational Risk Registers.

4. RESPONDING TO HEALTH & SOCIAL CARE WINTER PRESSURES 2023/2024

Having taken into consideration that, as a result of winter pressures, the Scottish Government had mandated a clear expectation of daily responses to winter pressures, with an emphasis on delayed discharge, flow and acute settings, the Committee gave consideration to a report which set out the HSCP's current arrangements and future planning and governance structures.

Decision

The Clinical and Care Governance Committee –

1. Noted the actions responding to winter pressures including interim care bed enhancement.
2. Noted the governance structure for winter pressures linked to previous correspondence system pressures.

(Reference: Report by Head of Health and Community Care, dated 2 February 2023, submitted)

5. PERFORMANCE REPORT - FQ3 (OCTOBER TO DECEMBER 2022/23)

Consideration was given to a report which provided performance activity and success with regards to improving performance against reducing Long Waits, Delayed Discharges, Social Care – Demand for Care at Home Services, delivery of Treatment Time Guarantee for Argyll and Bute and Greater Glasgow and Clyde, Child and Adolescent Mental Health and Psychological Therapies for financial quarter 3 of 2022/23. The report also provided an update on the continued progress in the development of the new Integrated Performance Management Framework.

Decision

The Clinical and Care Governance Committee –

1. Acknowledged performance against target with regards to the Outpatient and Inpatient Long Waiting Times for December and previous reported month.
2. Noted the performance with regards to the Treatment Time Guarantee (TTG) – Inpatient/Day Cases Waiting List.
3. Noted progress with the development of the Integrated Performance Management Framework (IPMF).
4. Acknowledged Delayed Discharge performance and forecasting.
5. Acknowledged Social Care – Demand for Care at Home Services Performance.

6. Acknowledged progress against CAMHS & Psychological Therapies 18 week against Local Delivery Plan Standard.

(Reference: Report by Senior Manager, Performance and Improvement, dated 2 February 2023, submitted)

Linda Currie and Evan Beswick joined the meeting during discussion of agenda item 5 (Performance Report – FQ3 (October to December 2022/23)).

6. DASHBOARD REPORT

Consideration was given to the dashboard report, which provided information on Stage 2 complaints; adverse events recorded in NHS Highland between October and December 2022; the total number of incidents recorded in Argyll and Bute over the last 13 months; the total number of incidents recorded by site over the last 13 months; the number of Significant Adverse Event Review (SAER) information declared in NHS Highland as compared to Argyll and Bute for same period; the total number of Argyll and Bute hospital inpatient falls and falls with harm over the last 13 months; the total number of grade 2-4 pressure ulcers within Argyll and Bute over the last 13 months and the data in relation to infection rates within Argyll and Bute.

Discussion was had on the relevance of the information provided in light of the development of the Integrated Performance Management Framework (IPMF). It was noted that a decision on whether there is a need for this level of data would be taken once the IPMF was in place.

Decision

The Clinical and Care Governance Committee agreed to note the information provided.

(Reference: Report by Business Improvement Manager, dated 2 February 2023, submitted)

7. SW COMPLAINTS REPORT - OCTOBER TO DECEMBER 2022

The Committee gave consideration to a report which provided a monthly update on Complaints during the period of October to December 2022.

Decision

The Clinical and Care Governance Committee agreed to note the information provided.

(Reference: Report by Business Improvement Manager, dated 2 February 2023, submitted)

8. HEALTHCARE IMPROVEMENT SCOTLAND (HIS) SAFE DELIVERY OF CARE INSPECTIONS AND IMPLICATIONS FOR CARE ASSURANCE IN NHS HIGHLAND

Having noted the absence of the Associate Director of Nursing, the Committee gave consideration to a report which was presented to the NHS Highland Clinical Governance Committee at their meeting, held on 12 January 2023 in respect of the Safe Delivery of Care Inspections and the implications for care assurance in NHS Highland.

Decision

The Clinical and Care Governance Committee –

1. Noted the contents of the report.
2. Agreed that it would be brought back to the next meeting to allow for input from the Associate Director of Nursing.

(Reference: Report by Interim Associate Director of Nursing, dated 12 January 2023, submitted)

9. CLINICAL GOVERNANCE GROUP REPORT

Having noted that the Clinical and Care Governance Framework had been revised and presented to the IJB at its meeting in October 2022, the Committee gave consideration to a report which provided an update on the progress of the implementation of the Clinical and Care Governance Group as a means to providing an additional layer of scrutiny and focus on improvement planning.

Decision

The Clinical and Care Governance Committee noted the implementation of the Clinical and Care Governance Group as part of the revised Clinical and Care Governance Framework.

(Reference: Report by Clinical Governance Manager, dated 2 February 2023, submitted)

10. ANNUAL REPORT

Consideration was given to the annual report of the Clinical and Care Governance Committee, which would be presented to the Integration Joint Board outlining the ongoing work of the Committee over the last year and providing assurance that systems, processes and procedures are in place and delivering effective clinical and care governance throughout Argyll and Bute.

Decision

The Clinical and Care Governance Committee noted the annual report.

(Reference: Report by Chair, dated 2 February 2023, submitted)

11. COMMITTEE REVIEW

Consideration was given to a report which outlined the responses received in relation to the annual review online questionnaire and provided recommended development actions over the next 12 months.

Decision

The Clinical and Care Governance Committee –

1. Noted the response to the committee review online questionnaire.
2. Noted the recommendations to the committee.

(Reference: Report by Business Improvement Manager, dated 2 February 2023, submitted)

12. DATE OF NEXT MEETING

The Clinical and Care Governance Committee noted that their next meeting was scheduled to take place on Thursday, 6 April 2023.