

**MINUTES of MEETING of ARGYLL AND BUTE HSCP CLINICAL AND CARE GOVERNANCE COMMITTEE held BY MICROSOFT TEAMS on THURSDAY, 3 AUGUST 2023**

**Present:**

Graham Bell (Chair)

Fiona Davies

Liz Higgins

Alison McGrory

Councillor Dougie Philand

**Attending:**

Sarah Compton-Bishop, Chair of NHS Highland Board

Fiona Thomson, Associate Director of Pharmacy

Duncan Clark, Clinical Director for Child and Adolescent Mental Health Service

Alyson Turnbull-Jukes, Director of Psychology

Evan Beswick, Head of Primary Care

Caroline Cherry, Head of Adult Services

Shona Williams, Senior Justice Manager, Children and Families

Charlotte Craig, Business Improvement Manager

Fiona McCallum, Committee Services Officer, Argyll and Bute Council

**1. WELCOME AND APOLOGIES**

The Chair welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of:-

David Gibson, Head of Children, Families and Justice/Chief Social Work Officer

Jillian Torrens, Head of Adult Services

Fiona Broderick, Admin Services Manager (Staffside Lead for Argyll & Bute HSCP)

**2. MINUTES**

The Minutes of the meeting of the Clinical and Care Governance Committee held on 1 June 2023 were approved as a correct record.

**3. ACTION LOG**

Having given consideration to the Action Log, the following was agreed –

Action 1      Charlotte Craig confirmed that the report on waiting times in Cowal and Bute would be brought to the Committee once it had been presented to the Clinical and Care Governance Group.

#### **4. CLINICAL GOVERNANCE GROUP**

(a) **Minute of 15 June 2023**

The Committee noted the Minute of the meeting of the Clinical and Care Governance Group held on 15 June 2023.

(b) **Minute of 27 July 2023**

The Committee noted the Minute of the meeting of the Clinical and Care Governance Group held on 27 July 2023.

#### **5. DASHBOARD REPORT**

Consideration was given to the dashboard report, which provided information on stage 2 complaints; adverse events recorded in NHS Highland between April 2023 and June 2023; 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; data in relation to infection rates within Argyll and Bute; medical errors; and violence and aggression incidents by location.

##### **Decision**

The Clinical and Care Governance Committee considered and noted the information provided within the dashboard report along with responses to a number of questions asked.

(Reference: Report by Business Improvement Manager dated 3 August 2023, submitted)

#### **6. PERFORMANCE AND RISK - CHILDREN, FAMILIES AND JUSTICE**

Consideration was given to a report noting and updating on work across integrated Children and Families and Justice Services. The report noted multiple challenges and responses already instigated.

##### **Decision**

The Clinical and Care Governance Committee considered and noted the content of the report along with responses to a number of questions asked.

(Reference: Report by Head of Children, Families and Justice dated 3 August 2023, submitted)

#### **7. PERFORMANCE AND RISK - ACUTE AND COMPLEX CARE**

It was noted that this report would be presented to the next meeting of the Committee in October 2023.

## **8. PERFORMANCE AND RISK - HEALTH AND COMMUNITY CARE**

Consideration was given to a report outlining an overview of key risks and issues and provided assurance to the Committee in relation to services provided by Health and Community Care.

### **Decision**

The Clinical and Care Governance Committee considered and noted the report indicating assurance in relation to services under health and community care.

(Reference: Report by Head of Service – Health and Community Care dated 3 August 2023, submitted)

## **9. PERFORMANCE AND RISK - PRIMARY CARE**

Consideration was given to a report providing a summary update on activity and mitigation of risk for assurance to the Committee in relation to Primary Care.

### **Decision**

The Clinical and Care Governance Committee considered and noted the content of the report along with responses to a number of questions asked.

(Reference: Report by Head of Primary Care dated 3 August 2023, submitted)

## **10. COMPLAINTS PERFORMANCE REPORTING**

As a partnership of three public bodies which require to follow regulated processes in complaints handling, consideration was given to a report outlining the arrangements for each partner with regulatory duties and the IJB's own arrangements.

### **Decision**

The Clinical and Care Governance Committee noted the process for management of complaints within the governance.

(Reference: Report by Business Improvement Manager dated 3 August 2023, submitted)

## **11. DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 5 October 2023.