

**MINUTES of MEETING of ARGYLL AND BUTE HSCP CLINICAL AND CARE GOVERNANCE COMMITTEE held BY MICROSOFT TEAMS on THURSDAY, 5 OCTOBER 2023**

**Present:** Graham Bell (Chair)

Fiona Davies	Councillor Dougie Philand
Rebecca Helliwell	Alison McGrory
Elizabeth Higgins	David Gibson
Councillor Amanda Hampsey	

**Attending:** Jillian Torrens, Head of Adult Services – Acute and Complex Care, Argyll and Bute HSCP  
Caroline Cherry, Head of Adult Services – Health and Community Care, Argyll and Bute HSCP  
Evan Beswick, Head of Primary Care, Argyll and Bute HSCP  
Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP  
Linda Currie, Lead AHP, NHS Highland  
Alyson Turnbull-Jukes, Director of Psychology, NHS Highland  
Alison Felce, Senior Business Manager, NHS Highland  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
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:-

Dr Gaener Rodgers, Non-Executive Board Member, NHS Highland  
Fiona Broderick, Staffside Lead, Argyll and Bute HSCP  
Kevin McIntosh, Staffside Lead, Argyll and Bute Council

**2. MINUTES**

The Minute of the meeting of the Argyll and Bute HSCP Clinical and Care Governance Committee held on 3 August 2023, was approved as a correct record.

**3. ACTION LOG**

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

Action 1 Having noted that the Dementia Update, at agenda item 11, included information relating to the longest wait times in Cowal and Bute and the

development of an in-patient pathway, it was agreed that this item be removed from the Action Log.

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

##### **(a) Minute of 7 September 2023**

The Minute of the meeting of the Clinical Governance Group, held on 7 September 2023 was noted.

Having noted the difficulty of some officers in joining the meeting due to other commitments, the Chair advised that it was his intention to vary the order of business to take the following agenda items out of sequence. The order in which they are minuted, is the order in which discussion took place.

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

Consideration was given to a report which provided an update noting moderate assurance and the structure and oversight in place for this across Acute and Complex Care services. It also noted where performance had been discussed and improvement actions already identified.

##### **Decision**

The Clinical and Care Governance Committee noted the progress in supporting clinical and care governance across Mental Health and Acute Services.

(Reference: Report by Head of Adult Services – Acute and Complex Care, dated 5 October 2023, submitted)

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

The Committee gave consideration to a report which provided an update on the work being carried out across integrated Children, Families and Justice Services. The report also included information on a number of challenges and responses already instigated.

##### **Decision**

The Clinical and Care Governance Committee noted the contents of the report.

(Reference: Report by Head of Children, Families and Justice, dated 5 October 2023, submitted)

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

Consideration was given to a report which provided an overview of key risks and issues and a level of assurance on services under Health and Community Care.

##### **Decision**

The Clinical and Care Governance Committee noted the report indicating assurance in relation to services under Health and Community Care.

(Reference: Report by Head of Adult Services – Health and Community Care, dated 5 October 2023, submitted)

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

The Committee gave consideration to a report which summarised key development and risks across the wide range of services that comprise primary care.

### **Decision**

The Clinical and Care Governance Committee noted the information provided within the report.

(Reference: Report by Head of Primary Care, dated 5 October 2023, submitted)

## **9. PERFORMANCE AND RISK - STRATEGIC PLANNING, PERFORMANCE, TECHNOLOGY AND TRANSFORMATION**

Consideration was given to a report which provided an update on the progress within the Strategic Planning, Performance and Technology portfolio.

### **Decision**

The Clinical and Care Governance Committee:-

1. Noted the changes in Leadership of the transformation portfolio.
2. Noted that the first Q1 performance report will be presented to the IJB from the new Integrated Performance Management Framework.
3. Noted the update on the Eclipse implementation.
4. Noted the update on the Q1 Telecare and Digital performance.

(Reference: Report by Head of Strategic Planning, Performance and Technology, dated 5 October 2023, submitted)

## **10. DASHBOARD REPORT**

Consideration was given to the dashboard report, which provided information on stage 2 complaints; adverse events recorded in NHS Highland between June 2023 and August 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 medication errors within Argyll and Bute in the last 13 months and violence and aggression incidents by location. Information was

also provided in respect of mandatory training and the key areas of focus for the next quarter.

### **Decision**

The Clinical and Care Governance Committee considered and noted the information provided within the dashboard report.

(Reference: Report by Lead Nurse, NHS Highland dated 5 October 2023, submitted)

## **11. DEMENTIA UPDATE**

The Committee gave consideration to a report which outlined the delivery of dementia care services within Argyll and Bute and included information on a number of pressures and challenges faced by the service. Information was also provided in relation to the waiting times for each of the localities and the lack of agreed pathways to access inpatient care.

### **Decision**

The Clinical and Care Governance Committee noted the current service pressures and challenges of the Dementia Service.

(Reference: Report by Head of Adult Services – Acute and Complex Care, dated 5 October 2023, submitted)

## **12. CLINICAL GOVERNANCE AND PERFORMANCE DATA - DUTY OF CANDOUR**

Having noted that Annual Duty of Candour reporting is a legal requirement laid out in the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 to ensure the requirements of communicating openly and honestly with patients and/or their families when duty of candour is declared, the Committee gave consideration to the NHS Highland Duty of Candour Annual Report for 2022/23. It was noted that the report offered a moderate level of assurance.

### **Decision**

The Clinical and Care Governance Committee considered and noted the contents of the report.

(Reference: Report by Senior Business Manager, NHS Highland, dated 31 August 2023, submitted)

## **13. DATE OF NEXT MEETING**

The Clinical and Care Governance Committee noted that their next meeting was scheduled to take place at 2:00pm on Wednesday 6 December 2023.

The Lead Nurse from NHS Highland took the opportunity to update the Committee in relation to the vacant Clinical Governance Manager post. She advised that the vacancy had been advertised and outlined the interim measures in place until such time as the post is filled.

