

**MINUTES of MEETING of ARGYLL AND BUTE HSCP CLINICAL AND CARE GOVERNANCE
COMMITTEE held BY MICROSOFT TEAMS
on WEDNESDAY, 6 DECEMBER 2023**

Present:

Graham Bell (Chair)

Elizabeth Higgins	Councillor Dougie Philand
Fiona Broderick	Gaener Rodger
Councillor Amanda Hampsey	Alison McGrory

Attending:

Jillian Torrens, Head of Adult Services – Acute and Complex 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
Fiona Thomson, Associate Director of Pharmacy, NHS Highland
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
Donald Watt, Senior Manager, Health and Community Care, Argyll and Bute HSCP
Tommy Stephenson, Senior Manager, CAMHS, Argyll and Bute Council
Shona Williams, Senior Manager, Justice, Argyll and Bute Council
Catriona Dreghorn, Midwifery Manager, Argyll and Bute HSCP
Christiane Tanner Clinical Governance Support Manager, Argyll and Bute HSCP
Justin McDonald, Clinical Governance Administrator, 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:-

Fiona Davies, Chief Officer, Argyll and Bute HSCP
Dr Rebecca Helliwell, Associate Medical Director, NHS Highland
Caroline Cherry, Head of Adult Services – Health and Community Care, Argyll and Bute HSCP
David Gibson, Head of Children, Families and Justice, Argyll and Bute Council

2. MINUTES

The Minute of the meeting of the Argyll and Bute HSCP Clinical and Care Governance Committee held on 5 October 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 this was now complete, it was agreed that this item be removed from the Action Log.

4. CLINICAL GOVERNANCE GROUP

(a) Minute of Clinical and Care Governance Group meeting, held on 19 October 2023

The minute of the Clinical Governance Group, held on 19 October 2023 was noted.

5. 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 6 December 2023, submitted)

6. PERFORMANCE AND RISK - ACUTE AND COMPLEX CARE

Consideration was given to a report which provided an update noting 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 6 December 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 gave 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 6 December 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 progress around clinical governance across Primary Care.

(Reference: Report by Head of Primary Care, dated 6 December 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 of the Eclipse implementation which included current issues. The report also provided a look forward to Phase 2 of the implementation.

Decision

The Clinical and Care Governance Committee:-

1. Noted the update on the Eclipse implementation.
2. Noted the requirement for MAPPA information to be accessible by the Children and Families Out of Hours Management Team.

(Reference: Report by Head of Strategic Planning, Performance and Technology, dated 6 December 2023, submitted)

10. DASHBOARD REPORT

Consideration was given to the dashboard report, which provided information on stage 2 complaints over the last 13 months; adverse events recorded over the last 13 months; the total number of incidents recorded 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 Argyll and Bute for same period; the total number of hospital inpatient falls and falls with harm over the last 13 months; the total number of grade 2-4 pressure ulcers over the last 13 months; data in relation to medication errors in the last 13 months and violence and aggression incidents by location.

Decision

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

(Reference: Report by Lead Nurse, NHS Highland, submitted)

11. COMPLAINT TREND REPORT

Having noted that the HSCP are currently reviewing the reporting of information in relation to complaints, the Committee gave consideration to a report which sought to identify where there are trends in complaints and how improvements are delivered and monitored.

Decision

The Clinical and Care Governance Committee noted the current position and supported improvement activity.

(Reference: Report by Business Improvement Manager, dated 6 December 2023, submitted)

12. COWAL COMMUNITY HOSPITAL CLINICAL BENEFITS

Consideration was given to a report which provided an update on the levels of assurance in relation to the clinical benefits of the Cowal Community Hospital project.

Decision

The Clinical and Care Governance Committee:-

1. Noted the benefits of the Cowal Community Hospital Redesign as outlined in the approved business case.
2. Noted that these benefits remain consistent at this stage of the project.

(Reference: Report by Head of Primary Care, dated 6 December 2023, submitted)

13. POLICE CARE HEALTHCARE AND FORENSIC MEDICAL SERVICES

The Committee gave consideration to a report which provided an update on the provision of Police Care Healthcare and Forensic Medical Services together with key risks and mitigations.

Decision

The Clinical and Care Governance Committee:-

1. Noted the provision for Police Care Healthcare and Forensic Medical Services.
2. Noted the risks around these services and monitoring/mitigation.

(Reference: Report by Associate Medical Director and Business Improvement Manager, dated 6 December 2023, submitted)

14. DATE OF NEXT MEETING

The Clinical and Care Governance Committee noted that their next meeting was scheduled to take place at 2:00pm on Thursday, 1 February 2023.