

Clinical and Care Governance Committee

There will be a meeting of the **Clinical and Care Governance Committee** of **Orkney NHS Board** in the **Brodgar A Room, Balfour Hospital, Kirkwall** on **Wednesday 10 July 2019 at 14.00**

Issy Grieve
Chair

BUSINESS

	Topic	Lead Person	Paper Number	Purpose
1	Apologies	Chair		To <u>note</u> apologies
2	Declarations of Interests – agenda items	Chair		To <u>consider</u> any declarations of interest with regard to agenda items
3	Minute of meeting held 10 April 2019	Chair		To check for accuracy, <u>approval</u> and <u>signature</u> by chair
4	Matters Arising	Chair		To <u>seek assurance</u> that actions from previous meeting have been implemented in the agreed manner
5	Action Log	Chair		To <u>monitor</u> progress against actions due before next meeting and to <u>agree</u> any corrective action required
6	Governance			
6.1	Clinical and Care Governance Committee Terms of Reference	Chair	CCGC 1920-14	To <u>review</u> and <u>discuss</u>
7	Strategy			
7.1	Orkney Health and Care's Draft Strategic Plan	Chief Officer	CCGC 1920-15	To <u>discuss</u> and <u>comment</u>
8	Safe and Effective Care			
8.1	Quality and Safety Group Chair's report	Head of Transformational Change and Improvement	CCGC 1920-16	To <u>review</u> report and <u>seek assurance</u> on performance
8.1.1	Minute of Quality and Safety Group meeting held 17 April 2019			For information and noting only

	Topic	Lead Person	Paper Number	Purpose
8.2	Quality and Safety Group Annual Report	Head of Transformational Change and Improvement	CCGC 1920-17	To <u>review</u> report and <u>seek assurance</u> on performance
8.3	Duty of Candour Annual Report	Director of Nursing, Midwifery and Allied Health Professions	CCGC 1920-18	To <u>review</u> report and <u>seek assurance</u> on performance
8.4	Six monthly Report on Adults with Incapacity	Director of Nursing, Midwifery and Allied Health Professions	CCGC 1920-19	To <u>review</u> report and <u>seek assurance</u> on performance
8.5	Learning from Significant Adverse Event Report	Head of Transformational Change and Improvement	CCGC 1920-20	To <u>note</u> report and <u>seek assurance</u> on performance
8.6	Elective Care Access Update	Head of Transformational Change and Improvement	CCGC 1920-21	To <u>review</u> report and <u>seek assurance</u> on performance
8.7	ISD Publication of AHP MSK Waiting Times	Head of Transformational Change and Improvement	CCGC 1920-22	To <u>note</u> report and <u>seek assurance</u> on performance
8.8	The Patients Rights (TTG) (Scotland) Directions 2019	Head of Transformational Change and Improvement	CCGC 1920-23	To <u>note</u> report and <u>seek assurance</u> on performance
8.9	Safe Staffing Bill Update Report	Director of Nursing, Midwifery and Allied Health Professions	CCGC 1920-24	To <u>note</u> report and <u>seek assurance</u> on performance
8.10	Status Report Mental Health Strategy and Service Delivery Plan	Interim Head of Health and Community Care	CCGC 1920-25	To <u>note</u> report and <u>seek assurance</u> on performance
8.11	Primary Care Improvement Plan Implementation Update Report	Head of Primary Care Services	CCGC 1920-26	To <u>note</u> report and <u>seek assurance</u> on performance

	Topic	Lead Person	Paper Number	Purpose
8.12	Clinical Governance Internal Audit Scope	Head of Transformational Change and Improvement	CCGC 1920-27	To <u>review</u> proposal and <u>agree</u> audit focus
8.13	HIS Clinical Management of Breast Cancer in NHS Tayside Report April 2019	Medical Director	CCGC 1920-28	To <u>note</u> report and <u>seek assurance</u> on performance
8.14	No policies for Approval			To <u>endorse</u> policies that have been through due process
<u>Comfort Break</u>				
9	Medicines Management			
9.1	No items this month			
10	Person Centred Care			
10.1	Patient Feedback Annual Report	Head of Transformational Change and Improvement	CCGC 1920-29	To <u>note</u> report and <u>seek assurance</u> on performance
11	Population Health			
11.1	Update on Public Health Reform	Director of Public Health	CCGC 1920-30	To <u>note</u> report
11.2	Public Health, Leading and delivering change: vaccinations and screening	Consultant in Public Health	CCGC 1920-31	To <u>note</u> report
12	Social Work and Social Care			
12.1	Chief Social Work Officer's Quarterly Report	Chief Social Work Officer	CCGC 1920-32	To <u>note</u> report and <u>seek assurance</u> on performance
12.1.1	Minute of Social Work and Social Care Governance Group held 25 March 2019			
12.2	Update Report on Community Led Support	Chief Social Work Officer	CCGC 1920-33	To <u>note</u> report and <u>seek assurance</u> on performance

	Topic	Lead Person	Paper Number	Purpose
13	Chairs reports from Governance Committee			To <u>note</u> the key messages escalated to the Committee
13.1	Area Clinical Forum			
13.2	Finance and Performance Committee			
14	Risk			
14.1	Risk Register Report	Head of Transformational Change and Improvement	CCGC 1920-34	To <u>review</u> the report and <u>seek assurance</u> on performance
14.2	Agree risks to be escalated to Audit Committee	Chair		
15	Emerging Issues	Executive Directors / Chief Social Work Officer		Opportunity to raise Committee members' awareness of issues
15.1	Migration - Verbal update	All		
16	Any other competent business	Chair		
17	Agree items to be brought to Board or Governance Committees attention	Chair		To <u>agree</u> key messages to escalate to Board or other Governance Committees
18	<u>Items for Information and Noting only</u>			
18.1	*Schedule of Meetings 2019/20	Chair		To <u>note</u> dates of future meetings
18.2	*Record of Attendance	Chair		To <u>note</u> attendance

*items marked with an asterisk are for noting only and any queries should be raised out with the meeting with the relevant Lead Director or relevant Group / Committee Chair to seek further assurance on performance

Distribution:**Committee Members:**

Issy Grieve, Chair
Steven Johnston, Vice-Chair
David Drever, Non Executive Board Member
Meghan McEwen, Non Executive Board Member
Gerry O'Brien, Chief Executive

Four elected Orkney Islands Council members

Rachael King, Integration Joint Board vice chair
Steve Sankey
John Richards

Deputies:

Stephen Clackson
David Dawson
Kevin Woodbridge

In Attendance:

Marthinus Roos, Medical Director (Clinical Governance Lead)
David McArthur, Director of Nursing, Midwifery and AHP
Sally Shaw, Chief Officer (Care Lead)
Louise Wilson, Director of Public Health
Chris Nicolson, Director of Pharmacy
Heather Tait, Public representative
Scott Hunter, Head of Children and Families, Criminal Justice and Chief Social Work Officer
Christina Bichan, Head of Transformational Change and Improvement