

Joint Clinical and Care Governance Committee

There will be a virtual meeting of the **Clinical and Care Governance Committee** of **Orkney NHS Board** on **Tuesday 27 April 2021 at 13.00**

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 27 January 2021	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.	Strategy			
6.1	Orkney's Children Services Plan 2021-23	Interim Chief Officer	JCCGC 2122-01	To review and recommend for Board approval
6.2	Clinical Strategy Situation Report and Plan	Director of Nursing, Midwifery & AHP	JCCGC 2122-02	To <u>update</u> and <u>seek assurance</u> on progress

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6.3	Alcohol and Drugs Partnership Strategy	Alcohol and Drugs Partnership Coordinator	JCCGC 2122-03	To <u>note</u> and <u>discuss</u> implementation plans
7	Operational Planning			
7.1	Planning and Delivery Update	Head of Assurance and Improvement	JCCGC 2122-04	To <u>receive</u> update and <u>monitor</u> progress
7.2	Regional Clinical Services Updates	Executive Directors	JCCGC 2122-05	To <u>receive</u> updates and <u>seek assurance</u>
8	Governance			
8.1	Governance around repatriation of low-level concerns in dentistry SBAR	Director of Dentistry	JCCGC 2122-06	To <u>approve</u> approach proposed
9	Safe and Effective Care			
9.1	Quality Forum Chairs Report and minutes from meetings held 16 December 2020, 27 January 2021 & 23 February 2021	Acting Medical Director	JCCGC 2122-07	To <u>review</u> report and <u>seek assurance</u> on performance
9.2	Performance Report	Head of Assurance and Improvement	JCCGC 2122-08	To <u>receive</u> update and <u>seek assurance</u> on performance
9.3	Paediatric Autism/ Neurodevelopmental Pathway Report	Interim Head of Children's Health Services	JCCGC 2122-09	To <u>update</u> and <u>seek assurance</u> that actions on issues raised have been progressed

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9.4	Integrated Staffing Programme Update	Director of Nursing, Midwifery & AHP	JCCGC 2122-10	To <u>update</u> on key developments and <u>highlight</u> risks
9.5	Joint Inspection of Services for Children and Young People in Need of Care & Protection Update	Interim Chief Officer	JCCGC 2122-11	To <u>receive</u> update and <u>Seek assurance</u> on progress and outcomes
9.6	NHS Orkney Children's Services improvements Update	Interim Head of Children's Health Services	JCCGC 2122-12	To <u>receive</u> update and <u>seek assurance</u> on improvement progress
9.7	Infection Control Annual Report	Director of Nursing, Midwifery & AHP	JCCGC 2122-13	To <u>review</u> report and <u>seek assurance</u> on performance
10	Policies for Approval			To <u>endorse</u> policies that have been through due process
10.1	Complaints Handling Policy and Procedure	Head of Corporate Administration	JCCGC 2122-14	<u>Note</u> the additions and amendments made
	<u>Comfort Break</u>			
11	Medicines Management			
11.1	Area Drugs Therapeutic Committee (ADTC) Chair's report and minutes	Principal Pharmacist	JCCGC 2122-15	To <u>review</u> report and <u>seek assurance</u> on performance
12	Person Centred Care			
12.1	Health Complaints Performance Report Quarter 3	Head of Corporate Administration	JCCGC 2122-16	To <u>review</u> report and <u>seek assurance</u> on performance

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12.2	Social Care and Social Work Complaints Report	Interim Chief Officer	JCCGC 2122-17	To <u>review</u> report and <u>seek assurance</u> on performance
12.3	Dementia Diagnosis Rates Annual Report	Head of Health and Community Care	JCCGC 2122-18	To <u>review</u> update and <u>seek assurance</u>
13	Population Health			
13.1	Public Health Update Report	Director of Public Health	JCCGC 2122-19	To <u>review</u> update and <u>seek assurance</u>
14	Social Work and Social Care			
14.1	Derek Feeley's Review update	Interim Chief Officer	Present update	To <u>note</u> and briefly <u>discuss</u>
15	Chairs reports from Governance Committees			To <u>note</u> the key messages escalated to the Committee
15.1	No items this meeting			
16	Risk			
16.1	Corporate Risks aligned to the Clinical and Care Governance Committee	Head of Assurance and Improvement	Verbal update	To <u>review</u> update and <u>seek assurance</u>
16.2	Agree any risks to be escalated to Audit Committee	Chair		
17	Emerging Issues	Executive Directors / Chief Social Work Officer		Opportunity to raise Committee members' awareness of issues

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18	Committee Annual Review			
18.1	Committee Self Evaluation Questionnaire	Chair	JCCGC 2122-20	To <u>review</u> outcomes
18.2	Draft Terms of Reference and Business Cycle 2021-2022	Chair	JCCGC 2122-21	To <u>review</u> and <u>agree</u>
18.3	Draft Clinical and Care Governance Committee Annual Report	Chair	JCCGC 2122-22	To <u>review</u> and <u>approve</u> the Annual Report
19	Any other competent business	Chair		
20	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
21	<u>Items for Information and Noting only</u>			
21.1	*Schedule of Meetings 2021/22	Chair		To <u>note</u> dates of future meetings
21.2	*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, NHS Orkney Chair
Michael Dickson, Interim Chief Executive

Four elected Orkney Islands Council members

Rachael King, Integration Joint Board Chair
John Richards Integration Joint Board member
Steve Sankey Integration Joint Board member
Heather Woodbridge Integration Joint Board member

Deputies:

Stephen Clackson
Sandy Cowie

In Attendance:

Louise Wilson, Acting Medical Director (Clinical Governance Lead)/ Director of Public Health
Gillian Morrison, Interim Chief Officer (Care Governance Lead)
Christina Bichan, Chief Quality Officer
Lynda Bradford, Head of Health and Community Care
Jim Lyon, Interim Chief Social Work Officer, Head of Children, Families and Criminal Justice
David McArthur, Director of Nursing, Midwifery, AHP and Acute Services
Dawn Moody, Clinical Director of Primary Care
Mary McFarlane, Interim Director of Pharmacy
Heather Tait, Public representative