

Agenda Item 3

Minute



Minute of meeting of the Integration Joint Board Clinical and Care Governance Committee held within the Boardroom, Denny Town House on Thursday 7 November 2019 at 9.30 a.m.

Voting Members: Fiona Collie (Vice-Chair)
Julia Swan (Chair)

Non –voting Members: Margo Biggs, Service User Representative
Roger Ridley, Staff Representative, Falkirk Council

Also Attending: Lynda Bennie, Head of Clinical Governance
Patricia Cassidy, Chief Officer, Integration Joint Board
Jack Frawley, Team Leader - Committee Services
Kirsten Hainey, Specialty Registrar in Public Health
Oliver Harding, Consultant in Public Health
Ellen Hudson, Deputy Nurse Director
Stuart Irwin, Graduate – Democratic Services
Sara Lacey, Chief Social Work Officer
Bette Locke, AHP Strategic Lead
Martin Thom, Head of Integration
Angela Wallace, Nurse Director

CCG21. Apologies

An apology was intimated on behalf of Jen Kerr, Third Sector Representative.

CCG22. Declarations of Interest

There were no declarations of interest.

The committee agreed to vary the order of business. The following items are recorded in the order they were considered at the meeting.

CCG23. Presentation on Public Health Profile of Falkirk IJB Population

The committee was provided with a presentation by the Speciality Registrar in Public Health which covered:-

- the population of Falkirk and trends over time;
- deprivation;
- mortality;
- morbidity;
- the Scottish Public Health Priorities;
- mental health, and
- alcohol, drugs and tobacco.

The committee thanked Dr Hainey for her presentation.

Decision

The committee noted the presentation.

CCG24. Minute

Decision

Minute of the Meeting of the Integration Joint Board Clinical and Care Governance Committee held on 22 August 2019 was approved.

CCG25. Action Log

An action log detailing ongoing and closed actions following the previous meeting on 22 August 2019 was provided.

Decision

The IJB Clinical and Care Governance Committee noted the action log.

CCG26. Programme of Meetings and Membership

The committee considered a report by the Chief Governance Officer detailing a programme of meetings for the committee for 2020 and providing an update on membership following the Board's consideration of the Terms of Reference. The Board agreed the committee's Terms of Reference at its meeting of 6 September 2019 and also agreed to expand the membership to include a third sector representative. Jen Kerr had been appointed to the position.

Decision

The Clinical and Care Governance Committee:-

- (1) agreed the programme of meetings set out at section 3.1 of the report, and**
- (2) noted the appointment of Jen Kerr as Third Sector Representative on the committee.**

**CCG27. Referral from Clinical Governance Committee:
Adverse Events Management: NHS Self - Evaluation Report**

The committee considered a report by the Medical Director which provided the Adverse Events Management: NHS Board self-evaluation Report which was referred to the committee by the Clinical Governance Committee at its meeting on 11 October 2019. The report set out the:-

- key messages from the self-evaluation
- detailed findings from the self-evaluation
- experience of implementing the national framework
- key priorities described by NHS Boards.

Decision

The Clinical and Care Governance Committee noted the report.

CCG28. Unannounced Healthcare Environment Inspection

The committee considered a report by the Nurse Director summarising the Healthcare Environment Inspectorate unannounced inspection to Falkirk Community Hospital that took place on 19 June 2019. The inspection was evaluated against the Healthcare Associated Infection Standards 2015, in particular:-

Standard 2 – Education to support the prevention and control of infection
Standard 6 – Infection prevention and control policies, procedures and guidance
Standard 8 – Decontamination

Decision

The Clinical and Care Governance Committee noted the report.

CCG29. H&SCP Complaints Performance April – August 2019

The committee considered a report by the Nurse Director providing a review of complaints activity across the Falkirk Health and Social Care Partnership during the period of April – August 2019. The report took into account the number of complaints received, local resolution, compliance with the 20 day national target, SPSO referrals and the themes raised within complaints. Discussion highlighted that if information on the number of complaints upheld was available this should be included.

Decision

The Clinical and Care Governance Committee noted the current position of the complaints performance within the Health & Social Care Partnership.

CCG30. Quality & Safety of Care in Falkirk Community Hospital

The committee considered a report by the Deputy Nurse Director providing an update on the actions and improvement activities being undertaken across the four Units/Wards of Falkirk Community Hospital (FCH) which were monitored by an oversight group, the data within the report illustrated performance against key care indicators and determined the focus for ongoing improvement activities. The report was a means of providing evidence and assurance on the safety and quality of care across the four Units as part of governance reporting mechanisms.

Decision

The Clinical and Care Governance Committee:-

- (1) noted the contents of the Quality and Safety Report for Falkirk Community Hospital – Units 1 to 4 up to August 2019, and**
- (2) requested that future reports also include information for Bo'ness.**

CCG31. Exclusion of Public

The Integration Joint Board – Clinical and Care Governance agreed in terms of section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 7A to the said Act.

CCG32. Outcome of Complaint

The committee received a verbal update by the Deputy Nurse Director.

Decision

The Clinical and Care Governance Committee noted the update.