

Agenda Item 6

Annual Assurance Statement 2020 - 2021



Falkirk IJB Clinical and Care Governance Committee

21 May 2021

Annual Assurance Statement 2020 - 2021

For Decision

1. Executive Summary

- 1.1 The report presents the draft Clinical and Care Governance Annual Assurance Statement to the Committee for approval.
- 1.2 Subject to the Committee's approval, this will then be presented to the IJB in September for consideration as a suite of Annual Assurance Statements.

2. Recommendations

The Clinical and Care Governance Committee is asked to:

- 2.1 approve the Clinical and Care Governance Committee Annual Assurance Statement
- 2.2 agree that this is presented to the next IJB meeting for consideration.

3. Background

- 3.1 Over 2019-20, Internal Audit completed a Governance Mapping exercise to assess the extent to which the IJB's committee structure supports the delivery of strategic objectives.
- 3.2 The Internal Audit report made four recommendations, one of which was that Annual Assurance Statements are provided by the IJB Committees, effective from June 2020.
- 3.3 The first Annual Assurance Statement prepared by the Clinical and Care Governance Committee was presented to the IJB on 4 September 2020.

4. CCGC Annual Assurance Statement

- 4.1 In line with the Internal Audit report recommendation a draft Annual Assurance Statement has been prepared and is attached for consideration at Appendix 1.
- 4.2 This sets out the attendance, meeting dates and business of the CCGC over the reporting year April 2020 to March 2021.

- 4.3 Assurance and governance are provided to a large extent by having an oversight and adequate reporting mechanisms from the various NHS committees, Public Protection Groups and Health and Social Care groups within the IJB governance infrastructure.
- 4.4 These groups can demonstrate in-depth consideration of a broad range of agendas relevant to their specialities. While much of the CCGC business is a 'maintenance' agenda, there is also scrutiny of proposed changes to systems and processes that deliver improvement to the quality of care delivered by the Health and Social Care Partnership.
- 4.5 The CCGC is asked to approve the draft Annual Assurance Statement for presentation to the IJB meeting in September 2021.
- 4.6 There is ongoing work to audit and develop these assurance arrangements. This is in response to the integration of health services in to the HSCP and the development of co-ordinated services arrangements and the impact of Covid-19 which has required services to respond differently.

5. Conclusions

- 5.1 Through the CCGC meetings and reports presented, assurance is provided from respective partners on how services have ensured the safe, efficient delivery of health and care services throughout the year, and how services have been delivered in line with the strategic objectives of the IJB.

Resource Implications

There are no resource implications arising from this report.

Impact on IJB Outcomes and Priorities

Ensuring sound clinical and care governance arrangements are in place for all services is in line with the Strategic Plan.

Directions

A new Direction or amendment to an existing Direction is not required as a result of the recommendations of this report.

Legal & Risk Implications

The preparation of the Annual Assurance Statement will meet the requirements of the Strategic Risk Register and the Internal Audit report and ensure the IJB meets its statutory responsibilities.

Consultation

This report has involved consultation with key officers in the Council and NHS Forth Valley.

Equalities Assessment

This is not required for the report.

6. Report Author

Suzanne Thomson, Senior Service Manager
Lynda Bennie, NHS FV Head of Clinical Governance

7. List of Background Papers

N/a

8. Appendices

Appendix 1: Falkirk CCGC Annual Assurance Statement



Annual Report of Falkirk Integration Joint Board Clinical & Care Governance Committee 2020-2021

1. PURPOSE

- 1.1. The report sets out an annual overview of the work of the Falkirk Integration Joint Board (IJB) Clinical and Care Governance Committee (CCGC). This is in addition to the IJB receiving minutes of the meeting and ensures effective scrutiny of the Committee.

2. BACKGROUND

- 2.1. The Clinical and Care Governance Committee provides assurance to the IJB on the systems for delivery of safe, effective, person-centred care in line with the IJB's statutory duty for the quality of health and social care services.
- 2.2. An important element of clinical and care governance is to ensure there is a robust system for assuring the quality and safety of health and social care delivered and for the Committee to drive a culture of continuous improvement. This includes having systems in place to identify and respond when standards are not being met and issues of poor performance are identified and addressed.
- 2.3. The Committee has responsibility to oversee the processes within the Health and Social Care Partnership to ensure appropriate action is taken in response to adverse events, safety action notes, scrutiny body reports and complaints. Importantly, it ensures that examples of good practice and lessons learned are disseminated within the Partnership and beyond if appropriate.
- 2.4. The Committee has agreed its meeting schedule for 2021 with the agendas and forward planner developed to ensure it addresses its key strategic objectives. This includes the development of overview reports in relation to strategic oversight groups and inspection activity.
- 2.5. The Committee formally provides a copy of its minutes to the IJB as part of its assurance processes. Meetings are held in public and reports are available in advance of the meeting and online.

3. IJB CLINICAL AND CARE GOVERNANCE COMMITTEE

3.1. Composition

During the financial year ending 31 March 2021, membership of CCGC comprised:

<u>CCGC Members</u> Fiona Collie Stephen McAllister Jen Kerr Margo Biggs Roger Ridley	Chair Vice Chair Third Sector representative Service User representative Staff representative	Falkirk Council NHS Forth Valley CVS Falkirk Falkirk Council
<u>Professional Advisors</u> Patricia Cassidy Sara Lacey Andrew Murray David Herron Angela Wallace Lorraine Paterson Martin Thom Lynda Bennie Colin Moodie	Chief Officer Chief Social Work Officer Medical Director Professional Lead – GP Nurse Director Head of Integration Head of Integration Head of Clinical Governance Chief Governance Officer	Falkirk HSCP Falkirk HSCP NHS Forth Valley NHS Forth Valley NHS Forth Valley Falkirk HSCP NHS Forth Valley NHS Forth Valley Falkirk Council

3.2. The attendance record for the CCGC meetings is attached at Appendix 1.

3.3. **Meetings**

The Committee has met on 4 occasions during the period from 1 April 2020 to 31 March 2021:

- 26 June 2020
- 28 August 2020
- 11 November 2020
- 26 February 2021

3.4. **Business**

Over 2020- 2021, the Committee has received, scrutinised and discussed and range of reports. The schedule of business is set out in Appendix 2.

4. **CONCLUSION**

4.1. Assurance and governance are provided to a large extent by having an oversight and adequate reporting mechanisms from the various NHS committees, Public Protection Groups and Health and Social Care groups within the governance infrastructure. These groups demonstrate in-depth consideration of broad agendas. While much of this is a 'maintenance' agenda, there is also scrutiny of proposed changes to systems and processes that deliver improvement to the quality of care delivered by the Health and Social Care Partnership.

IJB Clinical and Care Governance Attendance Record April 2020 – March 2021

Appendix 1

Members		26-Jun-20	28-Aug-20	27-Nov-20	26-Feb-21
Fiona Collie	Chair	P	P	P	P
Stephen McAllister	Vice Chair	P	P	P	P
Jen Kerr	Third Sector Interface Representative (resigned Sept 2020)	P	P	x	x
Margo Biggs	Service User Representative	P	P	P	P
Roger Ridley	FC Staff Representative	P	P	P	P
Professional Advisors					
Patricia Cassidy	Chief Officer	P	P	P	P
Sara Lacey	Chief Social Work Officer	P	P	P	P
Andrew Murray	Medical Director	P	P	P	P
Angela Wallace	Nurse Director	A	P	P	P
David Herron	GP Medical Representative			P	P
Elaine Kettings	Head of Person Centred Care	P			P
Ellen Hudson	Depute Nurse Director	P	P	A	P
Lorraine Paterson	Head of Integration		P	P	P
Lynda Bennie	Head of Clinical Governance	P	A	P	P
Martin Thom	Head of Integration		P	P	P
In attendance for agenda reports					
Amanda Crawford	Patient Relations Lead	x	x	P	P
Claire Bernard	Third Sector Interface	x	S	x	x
Claire Chapman	HSCP Locality Manager	x	x	x	P
Elaine Kettings	Head of Person Centred Care	P	x	x	x
Gemma Ritchie	Lead Officer Adult Support & Protection	P	x	x	x
Janette Fraser	Head of Planning NHS Forth Valley	P	x	x	x
Johnathon Horwood	Area Infection Control Manager	x	P	x	x
Louise McKay	Nurse Consultant - Older People	P	x	x	x
Marlyn Gardner	HSCP Locality Manager	P	x	x	x
Margaret Petherbridge	HSCP Project Development Manager	P	x	x	x
Patricia Miller	Lead Nurse Infection Control	P	P	P	P
Prakash Shankar	Chair Ethics Advisory Group	P	x	x	x
Ross Cheape	Service Development Manager for Mental Health Services, Interim Clinical Director for Acute Adult Inpatient and Forensic Psychiatry	P	x	x	x
Support Officers to Committee					
Antonia Sobieraj	Committee Services Officer	x	x	P	P
Brian Pirie	Democratic Services Manager	P	P	P	x
Jack Frawley	Committee Services Officer	x	x	x	P
Suzanne Thomson	HSCP Senior Service Manager	P	P	P	P

Key:

P - Present

A - Apologies

S - Substitute

x - does not need to attend

Date	Title of Business Discussed	Noting / Decision
26 June 2020	Minute of previous meeting 28 February 2020	Decision
	Action Log	Noting
	Care Home Assurance during Covid-19 Pandemic	Noting
	Personal Protection Equipment	Decision
	Covid-19 Shielding	Decision
	Ethics Advisory Group	Noting
	Adult Support and Protection Arrangements	Noting
	Hospital Acquired Infection: Winter Performance Report	Noting
	Overview: Inspection Reports and National Publications	Noting
	CCGC Annual Assurance Statement	Decision
	CCGC Forward Planner	Decision
28 August 2020	Minute of previous meeting 26 June 2020	Decision
	Action Log	Noting
	Remobilise, Recover, Redesign Update	Decision
	Clinical Governance Covid-19 Highlight Report	Noting
	HSCP Complaints Performance Report April 2019-March 2020	Decision
	Hospital Acquired Infection Performance Report	Noting
	Overview: Inspection Reports and National Publications	Noting
	Overview of Local Oversight Arrangements	Noting
27 November 2020	Minute of previous meeting 28 August 2020	Decision
	Action Log	Noting
	HSCP Complaints Performance Report April 2019-Sept 2020	Noting
	Complaints Report@ IMHS (Woodlands Resource Centre)	Noting
	Overview: Inspection Reports and National Publications	Noting
	Overview of Local Oversight Arrangements	Noting
	Duty of Candour Annual Report 2019-2020	Decision
	Hospital Acquired Infection Performance Report	Noting
	Reporting on Locality Working	Decision
	Programme of Meetings 2021 and Membership	Decision
	Exclusion to Public Reports	
	Care Home Incident Debrief Report	Decision
	HSCP Covid-19 Debrief Report	Decision
	Falkirk Community Hospital ASP Inquiry Report	Decision
26 February 2021	Minute of previous meeting 27 November 2020	Decision
	Action Log	Noting
	HSCP Remobilisation Plan	Noting
	Care Home Assurance Report	Noting
	Hospital Acquired Infection Performance Report	Noting
	HSCP Complaints Performance Report Quarter 3 2020-2021	Noting
	Overview of Local Oversight Arrangements	Noting
	Overview: Inspection Reports and National Publications	Noting