



**MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD
CLINICAL AND CARE GOVERNANCE COMMITTEE**

Thursday, 28 February 2019

Inkwell Main, Elgin Youth Café, Francis Place, Elgin, IV30 1LQ

PRESENT

Mr Ivan Augustus, Ms Pam Gowans, Mrs Linda Harper, Ms Jane Mackie, Jeanette Netherwood, Mr Sandy Riddell, Mrs Liz Tait, Dr Graham Taylor, Mrs Val Thatcher

APOLOGIES

Mr Sean Coady (NHS), Councillor Tim Eagle, Ms Pauline Merchant

IN ATTENDANCE

Ms D Barron, Clinical Quality Facilitator, NHS Grampian and Mrs C Howie, Committee Services Officer, Moray Council, as Clerk to the Meeting.

1 Chair of Meeting

The meeting was chaired by Mr Sandy Riddell.

2 Declaration of Member's Interests

The Chair declared an interest in item 6 of the agenda 'Progress Update following Mental Welfare Commission for Scotland Visit to Community Hospitals'. There were no other declarations of Members' Interests in respect of any item on the agenda.

3 Minute of Meeting dated 30 August 2018

The Minute of the meeting of the Moray Integration Joint Board Clinical and Care Governance Committee dated 30 August 2018 was submitted and approved.

4 Action Log of Meeting dated 30 August 2018

The Action Log of the Moray Integration Joint Board Clinical and Care Governance Committee dated 30 August 2018 was discussed and it was noted that all items due other than the following had been completed:

Item 1 - Action log dated 31 May 2018 - item 3 - Large Scale Investigation - The Chief Social Work Officer provided an interim verbal update and advised a report would be provided to the next meeting in May 2019.

5 Health Care Standards - Implementation

A report by the Chief Officer informed the Committee of progress in implementing the Health & Social Care Standards.

Discussion took place on the implementation of the Standards and it was stated that although there are risks involved as long as it is clear regarding leadership and timescales for completion, then risks could be mitigated.

The Head of Clinical and Care Governance advised that although the self-reflection tool from Scottish Government was due to be completed by April it was yet to be received and therefore unlikely to be completed in time to allow a report to the meeting in May. It would be August before a report to Committee would be possible.

The Chair asked that a verbal update be provided in May with a full report being presented in August.

Thereafter the Committee agreed to:

- i. note progress made in implementing the Health and Social Care Standards since August 2017 across Health and Social Care Moray;
- ii. support the completion of a self-reflection resource from the Scottish Government which should enable Health & Social Care Moray to share good practice and demonstrate how the Health and Social Care Standards are making a real difference in personal experience and outcomes to those receiving services in Moray;
- iii. note that further work will be undertaken to develop exception reporting on this matter from governance groups to this Committee;
- iv. an verbal interim report on progress of completion of the self-reflection tool from Scottish Government being presented to Committee in May; and
- v. a report on completion of the self-reflection tool from Scottish Government being presented to Committee in August.

6 Progress Update following Mental Welfare Commission for Scotland Visit to Community Hospitals

Having declared an interest in this item, the Chair considered it appropriate that as the item was for noting progress there was no requirement for him to leave the meeting.

A report by the Service Manager, Community Hospitals, presented an update on progress following the Mental Welfare Commission for Scotland themed visit to people with dementia in community hospitals for Clinical and Care Governance Group.

Discussion took place on the content of the report and work completed to ensure the correct level of reporting to the Committee. It was agreed that future reports should be presented to the Clinical Governance Group with exception reports to provide assurance being provided to this Committee.

Thereafter the Committee agreed to note:

- i. the progress made in implementing the actions identified by the Mental Welfare Commission for Scotland;
- ii. the actions outlined to manage the completion of the actions and incorporation into working practices; and
- iii. reporting to provide assurance would be by exception to this Committee.

7 Clinical Governance Group

A report by the Chief Officer informed the Committee of progress in developing the Clinical Care Governance Framework in Health and Social Care Moray, with the establishment of a Clinical Governance Group (CGG).

Discussion took place on the structure and operational requirements of the CGG. It was stated there were some noticeable gaps in the membership noted on page 35 of the meeting papers e.g. inclusion of the NHS Clinical Care Quality Safety group and a link from the CGG to the NHS Grampian Care Governance Committee. It was agreed the gaps should be rectified and that along with the quarterly reporting from the CGG to this Committee an annual report would also be provided.

Thereafter following further discussion the Committee agreed:

- i. to note progress made in establishing the CGG;
- ii. exception reporting from the CGG to this Committee would be on a quarterly basis;
- iii. an annual report would be provided to this Committee; and
- iv. to note the actions identified in 4.1 of the report for future reporting on progress to this Committee.

Mr Augustus left the meeting during discussion of this item.

8 Complaints and Adverse Events - Quarter 3

A report by the Chief Officer informed the Committee of Health and Social Care Moray complaints and incidents reported in quarter 3 (October - December 2018).

During discussion of the report it was stated there was a possibility of under reporting in relation to learning disabilities and mental health as staff were more tolerant of

behaviour.

Thereafter the Committee agreed to note:

- i. the quarter 3 (October - December 2018) complaints and adverse events summary; and
- ii. further work is underway to develop the processes and systems for collation and analysis of information to provide assurance across all services.

9 Social Work Development Plan

A report by the Chief Social Work Officer presented Committee with the draft Social work Development Plan.

Following discussion the Committee agreed to note the content of the Social work Development Plan, shown in appendix 1 of the report.

10 Grampian Clinical Professional Assurance Framework: Health Professionals

A report by the Chief Officer informed the Committee of the NHS Grampian framework surrounding professional assurance for Health Professionals.

Following discussion the Committee agreed to note:

- i. the Grampian Clinical Professional Assurance Framework for Health staff, that underpins service delivery throughout Health and Social Care; and
- ii. that a similar framework for Social Work staff will be submitted to this Committee in May 2019.