**Approved Minutes**

**Meeting: NHS Golden Jubilee Clinical Governance Committee**

**Date: Thursday 11 November 2021 at 11:15 hrs**

**Venue: Microsoft Teams Meeting**

**Members**

Morag Brown Non-Executive Director (Chair)

Callum Blackburn Non-Executive Director

Elaine Cameron Non-Executive Director

Jane Christie-Flight Employee Director

Linda Semple Non-Executive Director

**In attendance**

Anne Marie Cavanagh Director of Nursing & AHPs

Ashley Calvert Interim Head of Clinical Governance & Risk

Gerard Gardiner Head of Corporate Governance

Jann Gardner Chief Executive

Mark MacGregor Medical Director

Nicki Hamer Deputy Head of Corporate Services

Theresa Williamson Associate Nurse Director

**Guests**

Therese Rolwich Clinical Nurse Manager

Findlay Walsh Orthopaedic Consultant

Jamie McNaught Occupational Therapist

Stuart Graham Director of Digital & eHealth

**Apologies**

Gareth Adkins Director of Quality, Innovation & People

Susan Douglas-Scott CBE Board Chair

**Minutes**

Tracey Wark Executive PA

**1 Opening Remarks**

* 1. **Chair’s introductory remarks**

The Chair opened the meeting and thanked everyone for their attendance.

The Chair extended their thanks to all staff for their forbearance as they continue to respond to the challenges of the ongoing pandemic.

The Committee were advised that a patient story would be given at every second meeting commencing in January 2022.

**2 Apologies**

Apologies noted as above.

**3 Declarations of interest**

 None noted.

**4 Updates from Meeting 9 September 2021**

**4.1 Unapproved minutes from 9 September 2021**

The Committee reviewed and approved the minutes of the last meeting.

**4.2 Action Log**

The Committee reviewed the Action Log and noted the updates.

**5 Safe**

**5.1 Covid Sit Rep**

The Committee were provided with an update on the Covid-19 inpatient status.

The Committee were advised that a national consultation is underway to consider changes to the Covid-19 patient pathways. Updated guidance will follow with implementation being a key priority.

The Committee noted the Covid Sit Rep update.

**5.2 Significant Adverse Events (SAEs)**

The Committee were provided with a Significant Adverse Events (SAEs) overview report and were updated on key actions, areas for improvement and associated timelines. The Committee discussed the SAEs and noted the learning summaries.

A deep dive of SAEs will be undertaken to seek further scrutiny and assurance on the effectiveness of the process. This will include an intelligence check with other Boards’ to establish if they are experiencing similar increases in SAEs and the reasons for them.

The Committee discussed and noted the SAEs.

**5.3 Expansion Programme Update**

 Anne Marie Cavanagh advised there were no clinical governance issues for escalation.

 Phase 2 Expansion – Surgical Centre is progressing as planned. Plans have been finalised on the construction break through into the existing building with mitigations in place should there be any impact from vibrations or other issues.

The Committee noted the Expansion Programme Update.

**5.4 HIS Inspection Report**

The Committee received an update on the recent unannounced inspection report. This resulted in three requirements and five areas of good practice being highlighted. The actions related to the requirements were closed at the time of inspection and monitoring will be ongoing.

Linda Semple commended the Occupational Health and the Prevention and Control of Infection teams for their commitment and dedication, particularly during this unannounced inspection.

The Committee noted the HIS Inspection Report and the progress against the action plan.

**5.5 Risk Register**

The Committee discussed the Risk Register and noted there were no major changes.

The Committee were assured that there is an ongoing review of the Risk Register to determine any themes across specialities to ensure continued support is in place. Robust scrutiny of risks continues through the governance groups.

Work is underway to review the format for future reporting or risks.

The Committee noted the Risk Register.

**6 Effective**

**6.1 Integrated Performance Report (IPR) October 2021**

**HAIRT Report**

The Committee received and noted the IPR for October, including the HAIRT Report (September).

 **HAIRT Report**

* Staphylococcus aureus bacteraemia – 0 case to report.
* Clostridioides difficile infection – 0 cases to report.
* Gram Negative /E Coli Bacteraemia (ECB) – 1 case to report.
* Hand Hygiene – overall compliance of 99%.

The Committee discussed the HAIRT report and commended staff for the continued compliance levels and ongoing improvements.

HAI activity is ongoing and guidance for Covid-19 continues using various pathways for patient safety. Staff communications continue with emphasis on the use of facemasks, hand hygiene and use of the ‘kind to remind’ message to colleagues and visitors as necessary.

**Clinical Governance Update**

The Committee noted that complaint numbers are rising and were assured that a review of the complaints response process had commenced. This will focus on the quality of response with a key aim to improve timescales. The Committee will receive an update at the next meeting.

The Committee noted the Integrated Performance Report (IRP) October 20201 HAIRT Report.

**6.2 Clinical Governance & Risk Management Group Update**

The Committee reviewed the Clinical Governance & Risk Management Group (CGRMG) Update noting that one Agile meeting had taken place to support any urgent business, since the last Committee in September.

The Committee had an update on a new Novel IV process proctored by a surgeon from the Royal Papworth Hospital. This involved replacement of ascending aorta and aortic arch with re-implantation of Head and Neck arch vessels using Thoraflex TM Hybrid prosthesis. Evaluation is awaited from the Cardiac Forum.

Two policies / guidelines have been approved or endorsed; Organ and tissue donation policy and Nursing care of a patient requiring temporary cardiac pacing.

The Committee were advised of four service updates that have taken place since the last meeting. A service update on Orthopaedic Surgery will be presented today.

The Committee noted the Clinical Governance and Risk Management Group update.

*12:25 hrs - The Committee took a 15 minute recess.*

**6.3 Clinical Department Update (Orthopaedics)**

The Committee received a presentation and commended the work of the Orthopaedic Team.

The Committee were impressed with the strong patient feedback received and thanked the team for the innovative work carried out but were mindful of the challenges that were raised during the presentation.

The Committee had an update on the Work plan for next year and noted the potential for more complex referrals.

The Committee noted the Clinical Department Update (Orthopaedics).

**6.4 eHealth Steering Group Update**

The Committee received an update on the positive plans to reset digital services to enable best practice and collaboration between operational, clinical and support teams.

A Digital Futures Group will be established to take forward digital processes to develop business and medical leadership in their areas of support.

The Committee noted that the eHealth Steering Group resumes today and wished them success in their future endeavours. Progress updates will be provided at future meetings.

The Committee noted the eHealth Steering Group Update.

**6.5 EPR Update**

Stuart Graham updated that the EPR system will be reset as a priority to ensure clinical engagement and tighter governance.

The Committee noted the EPR Update.

**6.6 Robotics Update**

The Committee had an update on clinical robotics noting, in terms of activity, that more than 500 thoracic cases had taken place. This is amongst the highest volume undertaken in the UK (with only one other unit comparable).

The Committee were advised that clinical robotics training had been provided to staff from NHS Lanarkshire and discussions were being held to consider rolling this out further to other Boards’.

The Committee were assured that there have been no patient safety concerns or issues related to the use of clinical robotics in Orthopaedic surgery.

The Committee noted the Robotics Update.

**6.7** **Scottish Patient Safety Programme Report**

The Committee received an overview of the salient points of the report. Falls data for the month of August was below the mean target for the first time in five months. Focused work had taken place within Orthopaedics in response to the increased levels of inpatient falls within the units.

The Committee were assured that improvement work in relation to the reduction of Pressure Ulcer incidents is being scheduled.

A new Standard Operating Procedure and guidance documents have been developed to support the electronic aspect of Medicines Reconciliation.

 The Committee noted the Scottish Patient Safety Programme Report.

**7 Issues for Update**

**7.1 Update to the Board**

 **Key Issues for Reporting to NHSGJ Board**

The Committee agreed to include the following items within the Board update report:

* Covid Sit Rep
* Significant Adverse Events Update (SAE)
* Integrated Performance Report (IPR) October 2021 including Clinical Governance Update and HAIRT Report
* Robotics Update
* Clinical Department Update (Orthopaedics)
* eHealth Steering Group Update
* HIS Inspection Report.

**8 Any Other Competent Business**

None noted.

**9 Date and Time of Next Meeting**

The next scheduled meeting of the Clinical Governance Committee is Thursday 13 January 2022 at 14:00 hrs.