

Approved Minutes

Meeting: NHS Golden Jubilee Clinical Governance Committee

Date: Thursday 12 May 2022 at 13:30hrs

Venue: Microsoft Teams Meeting

Members

Morag Brown	Non-Executive Director (Chair)
Callum Blackburn	Non-Executive 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 and Board Secretary
Mark MacGregor	Medical Director
Theresa Williamson	Associate Nurse Director
Jann Gardner	Chief Executive

Guests

Prof Susan Moug	Consultant General Surgeon
Therese Rolwich	Clinical Nurse Manager National Elective Services
Catherine Sinclair	Head of Research & Development

Apologies

Susan Douglas-Scott CBE	Board Chair
Jane Christie-Flight	Employee Director

Minutes

Alison MacKay	Corporate Administrator
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1 Opening Remarks

1.1 Chair's introductory Remarks

The Chair opened the meeting and thanked everyone for attending. The Committee were advised Katy Bryant has been appointed as new Head of Clinical Governance and will start 23 May 2022.

2 Apologies

Apologies were noted as above.

3 Declarations of interest

None noted.

4 Updates from Meeting 3 March 2022

4.1 Unapproved minutes from 3 March 2022

The minutes were read as an accurate account of the meeting and were approved.

4.2 Action Log

The Committee reviewed the Action Log, noting those items that featured on the Agenda, and those programmed for future meetings of the Committee.

4.3 Matters Arising

There were no matters arising from the previous minute or action log.

5 Safe

5.1 Covid Sit Rep

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

Anne Marie Cavanagh noted two patients in Interventional Cardiology tested positive, assurances were made this is not a cause for concern as numbers have settled. Staff are familiar with the red respiratory pathway which is applicable to these patients.

The Committee received an update on de-escalation of Covid restrictions. The Board will remain vigilant with staff and visitors asked to wear masks in all areas and will maintain physical distancing.

The Committee noted the Covid Sit Rep.

5.2 Significant Adverse Events (SAEs) Update

The Committee were provided with a Significant Adverse Events (SAEs) update.

Since the March Committee meeting two SAER have been commissioned. Sickness absence in Clinical Governance has resulted in significant delays in the SAER investigation process. The department have been engaging with the service leads and are looking to employ temporary admin support.

Assurances were made around Quality Improvement. The Committee will receive SAER Deep Dive at the meeting in June 2022 and will highlight progress and identify further improvements.

The Committee discussed and noted the Significant Adverse Events Update.

5.3 Expansion Programme Update

Anne Marie Cavanagh presented the Expansion Programme Update and advised there were no Clinical Governance issues for escalation.

Anne Marie Cavanagh reminded the Committee of mechanisms to ensure that appropriate clinical governance expertise is available to support the breakthrough process, and advised that further updates would be provided to the Committee as this work progressed.

The Committee noted the Expansion Programme update.

5.4 Risk Register

The Committee reviewed the Risk Register and noted there were no changes to those risks under the supervision of the Committee.

The Committee received an update from Mark MacGregor on the National Reporting of Clinical Data.

Work is ongoing with Public Health Scotland and the service is continuing to collect data. PHS are addressing measures to improve the collection and processing of this data at a national level, including the appointment of an external contractor. Mark MacGregor advised that September would be an appropriate time to provide an update on this matter.

The Committee noted the Risk Register.

5.5 Deep Dives

5.5a Risk Register

Mark MacGregor presented the Risk Register Deep Dive. The Committee noted variances across services and focused on the following services:

- (i) Ophthalmology and Orthopaedics are large services however have recorded no risks; and
- (ii) SACCS are a smaller service however identified a significant number of risks

Assurances were made this is being monitored with ongoing discussions taking place with the deputy Head of Clinical Governance and the relevant services.

The Committee questioned if staff were sufficiently comfortable with the DATIX system to provide assurance that the process of risk submission was well understood and accessible. Assurances were made it is the Clinical Governance Department Risk Team that have responsibility for uploading risks onto DATIX. The department support the service with all actions reviewed and monitored at departmental meetings. The Committee were advised the Director of eHealth is looking into purchasing DATIX Infinity, an upgraded software package that addresses some of the acknowledged challenges which the DATIX system presents.

The Committee noted the Risk Register Deep Dive.

5.5b SLWG on Radiology Process

The Committee received a verbal update and were content to note full discussion will take place at the Committee meeting in June 2022.

The Committee noted the update on SLWG on Radiology Process.

6 Effective

6.1 Integrated Performance Report (IPR) March 2022

The Committee were presented with the Integrated Performance Report for March 2022, including the HAIRT Report (February 2022) which highlighted the following key points of interest to the Committee:

HAIRT Report

- *Staphylococcus aureus* bacteraemia – 0 cases to report. Zero cases reported since November 2021.
- *Clostridioides difficile* infection – 0 cases to report. Zero cases reported since March 2021.
- Gram negative/*E. coli* bacteraemia (ECB) – No cases to report since September 2021.
- Hand Hygiene – overall compliance of 99%.

Revised patient pathways were implemented in February 2022. The hospital is taking a cautious approach as it enters de-escalation of restrictions with Physical Distancing and mask wearing still adhered to. Changes with staff isolation and testing are filtering to affect healthcare staff.

The PCI programme 2022/2023 is developed and is now going through approval process and will be brought back to a future Committee meeting.

Clinical Governance

The following key points from the Clinical Governance section of the report were highlighted:

Complaints

Stage 1: 4 reported in February 0 responded within timeline

Stage 2: 1 reported in January 0 responded within timeline

SAER

2 commissioned

Mortality

11 deaths recorded all within agreed control limits

The Committee noted the Integrated Performance Report (IPR) March 2022.

6.2 Clinical Governance & Risk Management Group (CGRMG) Update

The Committee reviewed the Clinical Governance & Risk Management Group (CGRMG) update.

The following policies were approved:
Informed Consent Policy

The following Policies & Guidelines were approved:
Informed Consent Policy

The following New Interventional Procedures were approved:
Orthopaedics; Minimally Invasive Surgery, Foot and Ankle
General Surgery; Hernia repair

Mark MacGregor highlighted the significance of implementing the New Interventional Procedure for Orthopaedics during the pandemic and the positive impact this has for the service.

The Committee noted the CGRMG Update.

6.3 Clinical Department Update – General Surgery

The Committee welcomed Prof Susan Moug and Therese Rolwich to present the General Surgery Department update.

Prof Moug joined in April 2022 and supported the service in providing a high-volume of procedures during the year. Prof Moug presented the General Surgery update and highlighted the following key points:

- The service is looking to develop Clinical Audit Activity;
- ERAS data input needs to be implemented;
- M&M meetings are well attended;
- Research & Development Department provide valuable support to the service; and
- There has been positive collaborative work with NHS Lanarkshire in developing the new Colectomy robotics service.

Mark MacGregor congratulated Professor Moug and Therese Rolwich on the success enjoyed by the service over the year and during the Pandemic.

The Committee thanked Prof Moug, Therese Rolwich and the General Surgery Team for their continued dedication to this important service.

The Committee re-iterated these comments, and noted the General Surgery Department Update.

6.4 CGC Annual Report for Financial Year 2021/22

The Committee were presented with the Annual Report for financial year 2021/22.

This report forms part of the GJNH year-end assurance process. The draft report was presented to the Audit and Risk Committee meeting in April 2022 and will be provided for approval at the Audit and Risk Committee meeting in June 2022 to form the Statement Assurance as part of the finance accounts.

The Committee approved the CGC Annual Report for Financial Year 2021/22.

6.5 CGC Draft Annual Workplan for Financial Year 2022/23

The Committee were presented with the CGC Draft Annual Work-plan for Financial Year 2022/23.

The Committee noted that the Workplan is a live document which will grow and develop as the year goes on, noting that it is a framework to support the work of the Committee.

The Committee approved the CGC Draft Annual Work-plan for Financial Year 2022/23.

6.6 R&D Steering Group Annual Update

Catherine Sinclair, Head of Research & Development attended the meeting to present the R&D Steering Group Update and highlighted the following key points:

- The meeting cycle was maintained throughout 2021/2022
- Research was paused, however, COVID related projects were open. Larger Boards were involved in the vaccine projects. The department, however, was involved in the SIREN project.
- The Steering Group now has a Lay member
- The Audit Plan will be presented at the meeting in June 2022

The Committee noted the R&D Steering Group Update, and thanked Catherine for attending and for the outstanding work carried out by the Research & Development Department.

7 Person Centred

7.1 Claims Bi-Annual Report

The Committee received an Update from Anne Marie Cavanagh on the Claims Bi-Annual Report. Anne Marie Cavanagh spoke to the Report, and advised the

Committee that there were no matters which required the Committee's attention, or escalation within the Board of NHS Golden Jubilee.

Assurances were made progress has been made in resolution of outstanding claims, however Anne Marie Cavanagh reflected on the complicated nature of the process, and that reports to the Committee would take place at appropriate junctures, reflecting progress with claims and advice received.

The Committee noted the Claims Bi-Annual Report.

7.2 Deep Dive/Patient Story

The Committee were presented with a video of a patient who received revolutionary treatment during the Pandemic. The procedure involved surgical removal of the tibia irradiation at the Beatson, prior to the bone being transferred back into the patient leg. The patient spoke of her treatment and recovery, and expressed her thanks to staff involved in her treatment and rehabilitation.

Mark MacGregor and Anne Marie Cavanagh both spoke to the effective collaboration across clinical disciplines within NHS Golden Jubilee and NHS Greater Glasgow & Clyde to ensure the successful outcomes to which the patient spoke on the video.

The Committee were also advised this patient story had generated significant media interest.

8 Issues for Update

8.1 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)
- Expansion Programme Update
- Board Risk Register
- Deep Dives
 - Risk Register
 - SLWG on Radiology Process
- Integrated Performance Report (IPR) March 2022 including Clinical Governance Update and HAIRT Report
- Clinical Governance & Risk Management (CGRMG) Update
- Clinical Department Update (General Surgery)
- CGC Annual report for Financial Year 2021/22
- CGC Draft Annual Workplan for Financial Year 2022/23
- R&D Steering Group Annual Update
- Claims Bi-Annual Report
- Deep Dive/Patient Story

9 Any Other Competent Business

10 Date and Time of Next Meeting

The next scheduled meeting of the Clinical Governance Committee is Wednesday 29 June 2022 at 13:30 hrs via MS Teams