



AGENDA

INTEGRATED GOVERNANCE COMMITTEE

Tuesday, 24<sup>th</sup> August 2021 @ 9.30 a.m.

Virtual Meeting via Zoom

			Fundamental Standard
1	Apologies / Introductions	<b>A McCreadie</b> 9.30 – 9.35	8,17
2	Declaration Conflicts of Interest: <i>The Chair and members of this meeting are reminded that if they have any pecuniary interest, direct or indirect, in any contract, proposed contract or other matter which is the subject of consideration at this meeting, they must, as soon as practicable after the commencement of the meeting disclose that fact and not take part in the consideration or discussion of the contract, proposed contract or other matter, nor vote on any question with respect to it.</i>	<b>All</b>	8,17
3	Review of Minutes from meeting held on the 22 <sup>nd</sup> June 2021	<b>A McCreadie</b> 9.35 – 9.40	8,17
4	Review Summary of Actions & Matters Arising	<b>All</b> 9.40 – 9.45	8,17
5	IGC Annual Report	<b>P Benton</b> 9.45 – 9.50	8,17
6	Review of Terms of Reference	<b>P Benton</b> 9.50 – 9.55	8,17
<b>Patient Safety</b>			
7	HR Quarterly Report	<b>L Henderson</b> 9.55 – 10.05	8,17,18,19
8	Medicines Management Optimisation Report	<b>F Price.</b> 10.05 - 10.15	8,9,12,17,19
9	Health & Safety Update	<b>A Jennings</b> 10.15. – 10.20	8,12,15,17
10	In Patient Unit (IPU) Incidents	<b>S Jenkins</b> 10.20 – 10.30	8,9,12,17,18, 19
11	Clinical Quality Report - Incidents Affecting Patients & Staff	<b>S Leech</b> 10.30 – 10.40	8,9,12,16,17, 18, 19,20
12	Practice Education & Workforce Development	<b>S Capon</b> 10.40 – 10.50	8,17
13	Safeguarding Report	<b>R Black</b> 10.50 – 10.55	8,9,12,13,17

14	Mortality Report	S Leech 10.55 – 11.00	8,9,10,17
	<i>Refreshment Break</i>	<i>11.00 – 11.10</i>	
<b>Clinical Effectiveness</b>			
15	Claims Report	<b>S Leech</b> 11.10 – 11.15	8,17
16	Information Governance Report	<b>H Lewis</b> 11.15 – 11.25	8,17
17	LAC Update / Medical Devices	<b>N Wright</b> 11.25 – 11.35	8,12,15,17
18	Risk Register	<b>H Lewis</b> 11.35 – 11.45	8,12,17
19	Estates & Facilities Update	<b>S Warner</b> 11.45 – 11.55	8,12,14,15,17
20	IT Exceptions Report	<b>C Coleman</b> 11.55 – 12.05	8,15,17
21	IGC Work Plan - for information	<b>P Benton</b> 12.05 – 12.10	8,17
<b>For Information &amp; Noting</b>			
22	<u>For Noting Minutes of Meetings</u> <ul style="list-style-type: none"> <li>➤ Minutes Harm Free Care Meeting 29<sup>th</sup> July 2021</li> <li>➤ Draft Safeguarding Minutes 7<sup>th</sup> July 2021</li> <li>➤ Draft Mortality Review Meeting 29<sup>th</sup> June 2021</li> <li>➤ Draft Medicines Management Minutes 8<sup>th</sup> July 2021</li> <li>➤ Draft Caldicott &amp; IG Minutes 12<sup>th</sup> August 2021</li> <li>➤ Draft Medical Devices Minutes 27<sup>th</sup> July 2021</li> </ul>	<b>A McCreadie</b> 12.10 - 12.15	8,17
23	AOB	<b>All</b> 12.15 – 12.25	8,17
24	Evolve Signature Behaviours	<b>All</b> 12.25 – 12.30	8,17
	Date & Time of Next Meeting		
	Tuesday, 26 <sup>th</sup> October 2021 @ 9.30 a.m., Board Room Hamilton House or Virtual meeting via Zoom		

<b>- CQC Fundamental Standards</b>	
<b>Regulation</b>	<b>Standard</b>
Reg 5	Fit and proper person
Reg 8	General
Reg 9	Person-centred care
Reg 10	Dignity and respect
Reg 11	Consent
Reg 12	Safety
Reg 13	Safeguarding from abuse
Reg 14	Food and drink
Reg 15	Premises and equipment
Reg 16	Complaints
Reg 17	Good governance
Reg 18	Staffing
Reg 19	Fit and proper staff
Reg 20	Duty of candour
Reg 20a	Display of ratings

<b>5 Key Lines of Enquiry</b>
SAFE
EFFECTIVE
CARING
RESPONSIVE
WELL-LED