



AGENDA

INTEGRATED GOVERNANCE COMMITTEE

Tuesday, 13th August 2019 @ 9.30 a.m.

Board Room Hamilton House

			Fundamental Standard
1	Apologies / Introductions	A McCreadie 9.30 – 9.35	8,17
2	Review of Minutes from meeting held on the 11 th June 2019	A McCreadie 9.35 – 9.40	8,17
3	Review Summary of Actions & Matters Arising / Approve Terms of Reference	All 9.40 – 9.55	8,17
4	Patient Story	V Chadwick 9.55 - 10.15	8,9,17
5	Clinical Risk Register	A McCreadie 10.15 – 10.45	8,17
6	Governance <ul style="list-style-type: none"> • Quality Report • HR Report • Medicines Management Quarterly Report • Health, Safety & Security Performance Report • Security & Resilience Update (Verbal) 	H Lewis 10.45. – 10.50 D French 10.50 – 10.55 F Price 10.55 -11.00 W Shepherd 11.00 – 11.05 W Shepherd 11.05 – 11.10	8,12,16,17
7	CQC Update	N Cushen 11.10 – 11.15	8,17
	<i>Refreshment Break</i>	11.15 – 11.25	
8	Vaccination Update	P Hair 11.25 – 11.30	8,9,12,17,19
9	Safeguarding Quarterly Report	A Jennings 11.30 – 11.35	8,9,12,13,17

10	Practice Education Report	H Murray 11.35 – 11.40	8,17,18
11	Claims Report	H Howman 11.40 – 11.45	8,17
12	Policy Update	H Howman/ D French 11.45 – 11.50	8,17
13	Estates & Facilities Report	S Warner 11.50 – 11.55	8,15,17
14	Environmental Management System	H Lewis 11.55 – 12.00	8,14,15,17
15	CQUIN / Medical Devices Update	N Wright 12.00 – 12.05	8,15,17
16	Exceptions Report	C Coleman 12.05 – 12.10	8,15,17
17	<p>For information: Minutes of Meetings</p> <ul style="list-style-type: none"> • Draft Medicines Management Meeting 11th July 2019 • Draft Health & Safety Meeting 27th June 2019 • Implementation Board 21st June 2019 • Medical Devices Meeting 10th June 2019 • Draft IPACC Meeting 4th June 2019 • Minutes Audit & Research Meeting – 15th May 2019 • Minutes Governance Meeting – 17th July 2019 • Minutes EMS Steering Group – 8th July 2019 <p>For Noting:</p> <ul style="list-style-type: none"> • IPACC Terms of Reference June 2019 • Medicines Management Terms of Reference • Exercise Downrush Report 17th April 2019 	A McCreadie 12.10 – 12.15	8,17
18	AOB	All 12.15 – 12.30	8,17
	Date & Time of Next Meeting		
	Tuesday, 8 th October 2019 @ 9.30 a.m., Board Room, Hamilton House		

- CQC Fundamental Standards	
Regulation	Standard
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

5 Key Lines of Enquiry
SAFE
EFFECTIVE
CARING
RESPONSIVE
WELL-LED