



## AGENDA

### INTEGRATED GOVERNANCE COMMITTEE

Tuesday, 9<sup>th</sup> April 2019 @ 9.30 a.m.

Board Room Hamilton House

1	Apologies/Introductions	9.30 – 9.35
2	Review of Minutes from meeting held on the 12 <sup>th</sup> February 2019	<b>A McCreddie</b> 9.35 – 9.40
3	Review Summary of Actions & Matters Arising	<b>All</b> 9.40 – 9.50
4	Scenario / Lessons Learnt	<b>L Judge</b> 9.50 – 10.05
5	Review Terms of Reference	<b>A McCreddie</b> 10.05 – 10.15
6	Governance <ul style="list-style-type: none"> <li>• Quality Report</li> <li>• HR Report</li> <li>• Medicines Management</li> <li>• Health, Safety &amp; Security Performance Report</li> <li>• Security &amp; Resilience Update (Verbal)</li> </ul>	<b>H Lewis</b> 10.15 – 10.25 <b>D French</b> 10.25 – 10.35 <b>F Price</b> 10.35 – 10.40 <b>W Shepherd</b> 10.40 – 10.50 <b>W Shepherd</b> 10.50 – 10.55
7	Clinical Risk Register	<b>H Lewis</b> 10.55 – 11.00
8	Information Governance Report	<b>H Howman</b> 11.00 – 11.05
	<i>Refreshment Break</i>	<i>11.05 – 11.15</i>
9	CQC Update (Verbal)	<b>N Cushen</b> 11.15 - 11.20
10	Practice Education & Workforce Development Report	<b>W Butler</b> 11.20 – 11.25

11	Safeguarding Quarterly Report	<b>A Jennings</b> 11.25 – 11.30
12	Policy Update	<b>H Lewis / D French</b> 11.30 – 11.35
13	ISO 140001 (EMS)	<b>A Jennings</b> 11.35 – 11.40
14	Estates (Verbal)	<b>S Warner</b> 11.40 – 11.45
15	CQUIN / Medical Devices Update	<b>N Wright</b> 11.45 – 11.50
16	IT Exceptions Report	<b>C Coleman</b> 11.50 – 11.55
17	IPACC Annual Plan	<b>T Lewis</b> 11.55 – 12.10
18	<p>For information Minutes of Meetings</p> <ul style="list-style-type: none"> <li>• Draft Health &amp; Safety Committee – 21<sup>st</sup> February 2019</li> <li>• Draft Audit &amp; Research Minutes – 12<sup>th</sup> March 2019</li> <li>• Medicines Management Minutes – 21<sup>st</sup> March 2019</li> <li>• Draft IPACC Minutes – 12<sup>th</sup> March 2019</li> <li>• Medical Devices Minutes – 28<sup>th</sup> January 2019</li> <li>• EMS Steering Group Minutes – 6<sup>th</sup> March 2019</li> <li>• Governance Meeting – 15<sup>th</sup> March 2019</li> <li>• Primary Care Network Meeting – 3<sup>rd</sup> April 2019</li> </ul> <p>Additional Documents for Information</p> <ul style="list-style-type: none"> <li>❖ Overview of Baseline Data Analysis of Staff Requiring Vaccination</li> </ul>	<b>A McCreadie</b> 12.10 – 12.15
19	A O B	<b>All</b> 12.15 – 12.30
	<p>Date &amp; Time of Next Meeting Tuesday, 11<sup>th</sup> June 2019 @ 9.30 a.m., Board Room, Hamilton House</p>	