



AGENDA

INTEGRATED GOVERNANCE COMMITTEE

Tuesday, 11th February 2020 @ 9.30 a.m.

Board Room Hamilton House

			Fundamental Standard
1	Apologies / Introductions	A McCreadie 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>	All	5,8,17
3	Review of Minutes from meeting held on the 10 th December 2020	A McCreadie 9.35 – 9.40	8,17
4	Review Summary of Actions & Matters Arising	All 9.40 – 9.55	8,17
Patient Experience			
5	Scenario/Patient Story	P Benton 9.55 - 10.10	8,9,17
6	Quality Report	H Lewis 10.10 - 10.15	8,9,12,16,17,19,20
Patient Safety			
7	HR Quarterly Report	L Henderson 10.15 – 10.20	8,17,18
8	Pharmacy and Medicines Optimisation Report	F Price 10.20 – 10.25	8,9,12,17
9	Health & Safety Report • Security & Resilience Update (Verbal)	W Shepherd 10.25 – 10.30	8,12,13,15,17
10	Safeguarding Quarterly Report	A Jennings 10.35 – 10.40	8,12,13,17
11	Mortality Report	P Benton 10.40 – 10.45	8,9,10,17
12	Information Governance Report	H Lewis 10.45 – 10.50	8,17
13	Risk Register/BAF • Risk Management Policy V7.1 for Ratification • Ratify Quality Assurance Terms of Reference	H Lewis 10.50 – 10.55	8,12,17,18
14	Policy Update • For Ratification Practice Education Policy	H Lewis / L Henderson 10.55 – 11.00	8,17
15	Claims Report	A Jennings 11.00 – 11.05	8,17

	Refreshment Break	11.05 – 11.15	
Clinical Effectiveness			
16	Patients as Teachers	P Benton 11.15 – 11.20	8,9,17
17	Diabetes Pathway	P Benton 11.20 – 11.25	8,9,17
18	Research Update	A Jennings 11.25 - 1130	
19	CQUIN (Verbal) Medical Devices Update	N Wright 11.30 – 11.35	8,9,15,17
20	Estates & Facilities Report	S Warner 11.35 – 11.40	8,14,15,17
21	Change Makers (EMS) Report	H Lewis 11.40 – 11.45	8,14,15,17
22	IT Exceptions Report	C Coleman 11.45 – 11.50	8,15,17
23	Integrated Governance Workplan	P Benton 11.50 – 11.55	8,17
24	Integrated Governance Committee Effectiveness	P Benton 11.55 – 12.00	8,17
25	Lessons Learnt <ul style="list-style-type: none"> On Call Managers Incident Hoist Incident 	A Madin / N Wright 12.00 – 12.10	8,12,17
For Information & Noting			
26	<u>For Noting Minutes of Meetings</u> <ul style="list-style-type: none"> Draft Caldicott/Information Governance 9th January 2020 Draft Medicines Management 23rd January 2020 Medical Devices Meeting 16th December 2019 Draft Health & Safety Committee 12th December 2019 Change Makers (EMS) Minutes, 18th December 2019 Draft Quality Assurance Meeting 23rd January 2020 Draft Minutes Mortality Review 19th December 2019 Draft Minutes IPACC Meeting 3rd December 2019 Draft Minutes Safeguarding Meeting 27th January 2020 <u>For Noting:</u> <ul style="list-style-type: none"> Ratified Integrated Governance Committee Terms of Reference Exercise Tumble 	A McCreddie 12.10. – 12.15	8,17
27	AOB	All 12.15.– 12.25	8,17
28	Evolve Signature Behaviours	All 12.25 – 12.30	8,17

	Date & Time of Next Meeting		
	Tuesday, 14 th April 2020 @ 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