



AGENDA

INTEGRATED GOVERNANCE COMMITTEE

Tuesday, 8th December 2020 @ 9.30 a.m.

Virtual Meeting via Zoom

			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	8,17
3	Review of Minutes from meeting held on the 13 th October 2020	A McCreadie 9.35 – 9.40	8,17
4	Review Summary of Actions & Matters Arising	All 9.40 – 9.50	8,17
Patient Experience			
5	Clinical Quality Report	S Leech 9.50 - 10.05	8,9,12,16,17,19,20
Patient Safety			
6	People Strategy	D French 10.05 – 10.20	8,17,19
7	Health & Safety Report & Appendix 1 Report of Incidents <ul style="list-style-type: none"> • Security & Resilience Update (Verbal) 	W Shepherd 10.20 – 10.30	8,12,13,15,17
8	Information Governance Report	H Lewis 10.30 – 10.40	8,17
9	Risk Register & Risk Management Update Report	H Lewis 10.40 – 10.50	8,17
10	Policy Update	S Leech 10.50 – 10.55	8,17
11	Lessons Learnt	A Jennings 10.55 – 11.05	8,12,17
	<i>Refreshment Break</i>	<i>11.05 – 11.15</i>	
Clinical Effectiveness			
12	CQC Update	P Benton 11.15 – 11.25	8,17
13	Practice Education & Workforce Development Report	S Capon 11.25 – 11.35	8,17,19

14	Comms Update	C Weller 11.35 – 11.45	8,17
15	Estates & Facilities Report	S Warner 11.45. - 11.55	8,14,15,17
16	Medical Devices Report	N Wright 11.55 – 12.05	8,12,17
17	IT Exceptions Report <ul style="list-style-type: none"> • ICT – Patient Video Consultations 	C Coleman / S Bragg 12.05 – 12.10	8,15,17
18	<u>For Noting Minutes of Meetings</u> <ul style="list-style-type: none"> ➤ Risk Management Meeting 7th October ➤ Approved Minutes Medicines Management 8th October ➤ Draft Minutes Information Governance & Caldicott 8th October ➤ Approved Health & Safety Minutes 10th September ➤ Approved Health & Safety Minutes 8th October 	A McCreddie 12.10 - -12.15	8,17
19	AOB	All 12.15.– 12.25	8,17
20	Evolve Signature Behaviours	All 12.25 – 12.30	8,17
	Date & Time of Next Meeting Tuesday, 16 th February 2021 @ 9.30 a.m., Board Room Hamilton House or Virtual meeting via Zoom		

- 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