



CLINICAL AND CARE GOVERNANCE COMMITTEE

ABERDEEN, 27 November 2019. Minute of Meeting of the CLINICAL AND CARE GOVERNANCE COMMITTEE. Present:- Councillor Lesley Dunbar Chairperson; Kim Cruttenden, Councillor Sarah Duncan and Luan Grugeon (as substitute for Alan Gray).

In attendance: Liane Cardno, Graham Gauld, Dr Amir Iqbal, Laura Macdonald, Alison MacLeod, Mark Masson, Heather MacRae, Grace Milne, Graeme Simpson, Lesley Simpson, Alex Stephen and Emma Virasmi.

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

DECLARATIONS OF INTEREST

1. Members were requested to intimate any declarations of interest in respect of the items on today's agenda, thereafter, the following were intimated:-
 - (1) Dr Amir Iqbal declared an interest in item 11 (CCG Group Update), relating to Carden Medical Practice, by virtue of his own Practice's link to potential contractual matters. He considered that the nature of his interest required him to leave the meeting and therefore took no part in discussions during consideration of the item; and
 - (2) Councillor Duncan declared an interest in item 11 (CCG Group Update), relating to Rosewell House, by virtue of her being a UNISON employee. She considered that the nature of her interest did not require her to leave the meeting and therefore chose to remain in the meeting for consideration of the item.

MINUTE OF PREVIOUS MEETING OF 13 AUGUST 2019, FOR APPROVAL

2. The Committee had before it the minute of its previous meeting of 13 August 2019, for approval.

The Committee resolved:-
to approve the minute.

BUSINESS PLANNER

3. The Committee had before it the Committee Business Planner for consideration.

The Committee resolved:-

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- (i) to request that the Audit Scotland Workforce Audit Report be submitted to the Committee prior to it being considered by the IJB;
- (ii) that National Quality Inspection reports be added to the Planner as a standing item; and
- (iii) to otherwise note the Planner.

CCG TERMS OF REFERENCE

4. The Committee had before it the Clinical and Care Governance Terms of Reference, which was approved by the IJB on 19 November 2019, for information.

The Committee resolved:-

- (i) to note the Terms of Reference for the Committee; and
- (ii) that a workshop be organised to consider the roles and responsibilities of the Committee with a date and facilitator to be confirmed in due course.

CLINICAL & CARE GOVERNANCE REVIEW UPDATE - HSCP/19/081

5. The Committee had before it a report which provided an update on the review of the CCG arrangements for the Aberdeen City Health & Social Care Partnership.

The report recommended:-

that the Committee note and endorse the progress with the ongoing review of CCG within Aberdeen City Health & Social Care Partnership.

Members welcomed the report, specifically that there was a framework in place to escalate matters appropriately and that the ACHSCP Clinical and Care Risk management review meetings were being held on a regular basis. They also noted that work was still in progress relating to Carefirst data

It was suggested that the Data/information flowchart to support Clinical Governance – initial mapping exercise (August 2019) be expanded to include ACC and NHS accountability, specifically how reporting happens and who does what.

The Committee resolved:-

- (i) to approve the recommendation; and
- (ii) that two separate reports be submitted to the meeting on 5 May 2020 on Adult Protection/Significant Case Reviews elements to include an Assurance Matrix and Navigation Mapping, one from ACC Social Care/Social Work (Claire Duncan) and the other from NHS Grampian (Graham Gauld) to include GP concerns, Significant Event analysis and duty of candour.

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PERFORMANCE DASHBOARD - HSCP/19/078

6. The Committee had before it a report which presented the latest draft of the Performance Dashboard linked to the current IJB Strategic Plan.

The report recommended:-

that the Committee –

- (a) review the draft Performance Dashboard;
- (b) provide verbal feedback and comment to the Lead Strategy and Performance Manager to inform further development of the Dashboard; and
- (c) instruct the Lead Strategy and Performance Manager on the format and frequency of the committee's future performance reporting requirements and how this might align to performance information reported to the Audit and Performance Systems Committee.

Alison MacLeod provided an overview of the performance dashboard, answering questions from members and highlighting items for the Committee's attention.

Liane Cardno outlined the aims of the strategic plan, advising that the dashboard would show trends in future.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) that in relation to recommendation (c) above, to note that reports would be submitted as and when required.

PROGRESS ON IMPLEMENTATION OF THE CARERS STRATEGY - HSCP/19/077

7. The Committee had before it a report which outlined the progress made to date on the implementation of the Carers Strategy.

The report recommended:-

that the Committee note and endorse the progress and approach on the implementation of the Carers Strategy.

Alison MacLeod made reference to The Carers (Scotland) Act 2016 (the "2016 Act") which came into force on 1 April 2018 and provided an overview of the report, highlighting to members the progress in relation to (1) the Review of Commissioned Service; (2) Guidance in relation to Carer Caring for People with a Terminal Illness; (3) Recruitment of IJB Carer Reps; and (4) the Promotion of the Carer Positive Award Scheme.

Alison responded to questions from members and advised that the Young Carers Development Group, who feed into the Strategy, frequently engage with young carers directly.

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The Committee resolved:-

to approve the recommendation.

LOCAL SURVEY - HSCP/19/079

8. The Committee had before it a report which outlined the results of the local survey undertaken in July/August 2019 and compared the results with those from the national survey for National Indicators 1 through 9.

The report recommended:-

that the Committee –

- (a) note the results of the Local Survey;
- (b) note the comparison between the local and national survey results in relation to national indicators 1 through 9; and
- (c) note that the independent company is commissioned to repeat the local survey in three years' time.

Alison MacLeod provided an overview of the report advising that the national survey was being undertaken at present, results of which would be available in April 2020.

Graham Gauld indicated that there were 452 interviews undertaken.

The Committee resolved:-

to approve the recommendations.

COMMUNITY PAYBACK ORDER ANNUAL REPORT - HSCP/19/084

9. The Committee had before it a report which provided information in relation to the annual report on Community Payback Orders.

The report recommended:-

that the Committee note the contents of the report.

Lesley Simpson provided an overview of the report and answered questions from members. She advised that the multi-agency National Leadership Group for Justice, had been recently established to look at justice in its entirety.

Graeme Simpson indicated that governance and assurance issues pertaining to criminal justice were also being considered.

The Committee resolved:-

to approve the recommendation.

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CRIMINAL JUSTICE FORTHCOMING INSPECTION - HSCP/19/080

10. The Committee had before it a report which highlighted the impending inspection of the Aberdeen City Justice service in early 2020 and outlined the planning reparation that was being undertaken in this regard.

The report recommended:-

that the Committee –

- (a) note the contents of the report; and
- (b) request that a subsequent report be submitted at the appropriate time informing the Committee of:-
 - (1) the inspection outcome(s);
 - (2) the recommendations of the Care Inspectorate's inspection report; and
 - (3) the action plan drawn up in response to the inspection report.

Lesley Simpson provided an overview of the report indicating that the letter of notification from the Care Inspectorate had been received recently which provided details of the inspection timetable (self-evaluation to be submitted to Care Inspectorate by 19 February 2020) and advising that the primary focus of the inspection would be on community payback orders, of which there were currently 900 clients subject to these in Aberdeen.

Lesley responded to a number of questions from members, and also indicated that engagement with focus groups and service users would be undertaken by way of exit questionnaires.

It was acknowledged that the IJB would need to be kept informed of the inspection.

The Committee resolved:-

to approve the recommendations.

In accordance with the decision recorded under article 1 of this minute, Dr Iqbal withdrew from the meeting prior to consideration of the following item of business.

CCG GROUP UPDATE - HSCP/19/082

11. The Committee had before it a report which outlined the ongoing process of changes to the Clinical and Care Governance (CCG) Group membership and reporting structure.

The report recommended:-

that the Committee –

- (a) note the new concerns and the highlighted complaints within the report;

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- (b) instruct Officers to provide a report on the risks relating to Carden Medical Practice; and
- (c) note the contents of Appendix C relating to Rosewell House.

The Chairperson, on behalf of the Committee wished to express thanks to the staff involved in the preparation of the report.

It was acknowledged that trade unions would be consulted in terms of structural changes affecting staff.

The Committee resolved:-

- (i) that in relation to the risk table attached to the report, to separate strategic and operational risks, noting that only strategic risks should be considered by the Committee;
- (ii) that the table also include details of progress for current risks;
- (iii) that an update report, to include an action plan relating to Rosewell House be submitted to the meeting on 5 May 2020; and
- (iv) to otherwise approve the recommendations.

ESCALATIONS

12. There were no escalations reported at this time.
- **COUNCILLOR LESLEY DUNBAR, Chairperson.**

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