

Title of Meeting:	Governing Body Meeting			Agenda Item: 9.3								
Date of Meeting:	27 August 2020			<table border="1"> <tr> <th colspan="2">Session (Tick)</th> </tr> <tr> <td>Public</td> <td>X</td> </tr> <tr> <td>Private</td> <td></td> </tr> <tr> <td>Workshop</td> <td></td> </tr> </table>	Session (Tick)		Public	X	Private		Workshop	
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Public	X											
Private												
Workshop												
Paper Title:	Quality and Clinical Governance Committee Key Messages											
Responsible Governing Body Member Lead Kate Kennady, Lay Member for PPE and Chair of the Quality & Clinical Governance Committee		Report Author and Job Title Kate Kennady, Lay Member for PPE and Chair of the Quality & Clinical Governance Committee										
Purpose (this paper if for)	<table border="1"> <tr> <th>Decision</th> <th>Discussion</th> <th>Assurance</th> <th>Information</th> </tr> <tr> <td></td> <td></td> <td>X</td> <td></td> </tr> </table>				Decision	Discussion	Assurance	Information			X	
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		X										
Has the report (or variation of it) been presented to another Committee / Meeting? If yes, state the Committee / Meeting: No.												
<p>Executive Summary The Quality and Clinical Governance Committee has been established to provide oversight on any quality or equality impact relating to all commissioned services through its review and monitoring of quality surveillance metrics that may indicate an adverse impact on quality or safety and therefore require further mitigation to be considered.</p> <p>The Committee provides assurance to the Governing Body that any risk to equality and quality has been appropriately mitigated and how continuous improvement will be monitored. The Committee also monitors safeguarding and oversees the development of and approve policies relating to HR and Corporate.</p> <p>The following assurance report details key topics discussed at recent meetings.</p>												
<p>Recommendations The Governing Body is asked to receive the report as assurance.</p>												
<p>Monitoring An assurance report on key topics discussed at the Quality and Clinical Governance Committee will be brought to each Governing Body meeting.</p>												
Any statutory / regulatory / legal / NHS Constitution implications	The Quality and Clinical Governance Committee is accountable to the Governing Body and is required to provide key messages from its meetings.											
Management of Conflicts of Interest	No conflicts of interest have been identified prior to the meeting.											
Communication / Public & Patient Engagement	Key Messages are published with the Governing Body Papers.											
Financial / resource implications	None identified.											
Significant Risks to Consider	No significant risks to consider.											
Outcome of Impact Assessments completed	Not applicable.											

Kate Kennady, Lay Member for Patient and Public Engagement and Chair of the Quality and Clinical Governance Committee

Quality and Clinical Governance Committee

Key Messages

The Committee met virtually on Thursday 6 August 2020, using Microsoft Teams. The committee was quorate, and there were no declarations of interest in relation to the business of the meeting.

Approvals / Recommendations

- The Committee reviewed the draft Complaints Policy, amalgamated from the 3 former CCGs policies to ensure a consistent approach across the locality. The Committee has made a recommendation for the Governing Body to approve the Complaints Policy.
- The Committee forward plan has been approved which details when specific reports are required.
- The Committee approved the Quality and Equality Impact Assessment template.

Other Matters / Assurance Received

- To date, three staff surveys focussing on health and wellbeing have been conducted. The Executive team has provided responses to any issues raised and support has also been identified for staff where required.
- A Continuing Healthcare (CHC) policy has been drafted to ensure all patients have a fair and consistent care package. Further work is required before approval and the policy is expected to be reviewed at the next QCGC meeting.
- The Committee received assurance that work is ongoing to monitor antimicrobial prescribing.
- The Committee received assurance reports with regard to CHC Adults, End of Life/Fast Track care and quality and patient safety.
- The Committee noted that IFR Annual Report 2019/20.