

REPORT SUMMARY SHEET

Meeting: Date:	Trust Board 28 th March 2019
Title:	Governance Committee
Lead Director:	Chair, Governance Committee
Corporate Objective:	All
Purpose:	i) Minutes of 6 th December 2018 meeting (approval) ii) Update on 7 th February 2019 meeting (information) iii) Committee Terms of Reference and Schedule of Reporting (approval)

Summary of Key Issues for Trust Board

High level context:

- i) The Minutes contain an overview of the key discussion points and decisions from the Governance Committee meeting on 6th December 2018
- ii) The Committee met on 7th February 2019 and the following key issues/risks were discussed:-
 - Presentation on Quality Assurance Visit to Southern Breast Screening Unit by Dr Linda Johnston Consultant Radiologist/Director of Breast Screen SHSCT, Wendy Clayton Head of Service, and Damien Bennett, Consultant in Public Health Medicine PHA. Key points to note:-
 - No areas of serious concern were identified
 - The team provides a high quality service for local women
 - The recommendations made are intended to further improve the quality of an already high quality service
 - Staff are committed to continuing to improve the quality of the service provided
 - The Southern Breast Screening Unit is performing well against the quality standards
 - Difficulty in recruiting breast radiologists has potential implications for the future sustainability of the unit

- **Stroke Services** - verbal update was provided: Key points included:-
 - Regional discussion taking place
 - SSNAP audits are showing improvement in service delivery
 - Early supported discharge is now in place
 - Some further scoping needed to inform a fuller paper
 - Regional Stroke consultation to be concluded by end of March
- **Information Governance**
 - i. Cyber Security update received for Information. Note for full Trust Board is to support the continuing efforts to raise awareness at regional level on need for scale and pace of regional investment programme in light of extant accountability arrangements and action plan to enable risk mitigation at Trust and system level.
 - ii. Freedom of Information, Environmental Information and Subject Access Requests: 01st October to 31st December 2018 – received for assurance
 - iii. Information Governance Framework (SIRO Report) received for assurance.
- **Litigation Claims Management** – Quarterly Report was received for assurance
- **Corporate Risk Register** was received for approval. A Deep Dive into the Healthcare Acquired Infection (HCAI) risk was undertaken. This highlighted areas where early intervention and mitigations could be strengthened. These included:
 - Targeted training via Trust Care Home Inreach Project for the Independent Care Sector
 - Training for GPs on the antibiotic prescribing and infection control measures
 - Infection Prevention Control strategy is early in its life cycle, ideas have already flowed from that of improvement, amends that would be supportive. The Strategy to remain in place, where it can be built up then it should.
- **Clinical and Social Care Governance report received for assurance**
 - Incidents Classification – 443 incidents recorded on physical abuse, assault or violence against staff. Committee concerned about the high level of incidents in this regards. SMT noted a meeting has been arranged for the 19th February 2019 to explore how Southern Trust with colleagues from with the HSC family can look to address. SMT members noted the need to ensure there was combined and informed approach/response regionally and locally and this it is all connected and not working in silos.

- Serious Adverse Incidents: 60 days or more for notification Serious Adverse Incidents to HSCB 12 Cases with the 2018 year.
- SMT outlined that these notification delays are down to resource to undertake, timelines for sudden death notifications in line with PSNI approach, process can lengthen in time due to DATIX and in particular relation to suicide.

- **Controls Assurance update** was received for assurance
- **Medicines Governance Report** was received for information
- **Report from Accountable Officer Responsible for Controlled Drugs** was received for assurance

iii) Committee Terms of Reference
Schedule of Reporting for 2019