

18 August 2023

Live Governance Meetings from August 2019 - June 2023

I write with regard to two complaints I have open with the Trust.

It is my understanding that complaints are monitored via and discussed at regular Live Governance meetings.

I wish to request copies of minutes of all Live Governance meetings from August 2019 until June 2023.

These minutes contain personal identifiable data. Even if we were to only look at the parts referring to your two complaints and redacted the rest, what remained would be personal information and therefore exempt from release under Section 40(2) of the FOI Act.

I would also appreciate if you would advise if there is a policy on Live Governance that would explain the purpose of such meetings, business covered, who attends, how often etc? I have been unable to find such a policy on the website and would appreciate to be sent it, if it exists.

There is not a Trust policy regarding Live Governance meetings. These meetings occur weekly in relation to adult community and older peoples services. Members of the Collective Leadership Team attend – Co-Director, Divisional Nurse, Divisional Social Worker, Medical Chair – as well as Service Managers and the Governance/Quality Manager. A range of topics are discussed, where relevant:

- Early Alerts
- Incidents (approved graded moderate and above)
- Incidents (approved) graded Insignificant/Minor with a potential to become Moderate/ Major/ Catastrophic
- RIDDOR Incidents
- Unapproved Incidents
- Serious Adverse Incidents
- Significant Event Audits
- Interface Incidents notified to the SPPG
- Issues pertaining to live SEA/ RCA Investigations/ Complaint Investigations (> 28 days)
- New Complaints
- High Grade Complaints
- NIPSO Complaints
- Emerging Risks

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- Risk Register actions
- Other key patient safety and quality issues
- Judicial/ Litigation Processes
- Adult Safeguarding – Cluster/ Staff Member (including Agency)/ High Risk
- Continuing Healthcare
- Regulation Quality Improvement Authority
- Healthcare Acquired Infections
- Collective Leadership Team Walkabouts
- Safety Quality/ Safety Alerts

I have also not been able to find minutes of Live Governance meetings on the website and would be grateful if you would please confirm if the minutes are in the public domain via the website?

These minutes contain personal identifiable data and do not constitute corporate information; therefore are not in the public domain.