

**Agenda item 3iia**

<b>Report to:</b>	<b>Board of Directors</b>	<b>5 September 2019</b>
<b>Report from:</b>	<b>Chair of the Quality &amp; Risk Committee</b>	
<b>Principal Objective/ Strategy and Title</b>	<b>GOVERNANCE: To update the Board on discussions at the Quality &amp; Risk Committee meeting held on 20 August 2019</b>	
<b>Board Assurance Framework Entries</b>	<b>675, 684, 730, 742, 744, 1787, 1929, 2249</b>	
<b>Regulatory Requirement</b>	<b>Well Led/Code of Governance: To have clear and effective processes for assurance of Committee risks</b>	
<b>Equality Considerations</b>	<b>Equality has been considered but none believed to apply</b>	
<b>Key Risks</b>	<b>Insufficient information or understanding to provide assurance to the Board</b>	
<b>For:</b>	<b>Information</b>	

**Chairman's Report Part One:**

1. Structure of Agenda: We are making good progress towards a more streamlined and manageable agenda. We will aim to capture all significant matters in the minutes and reports that the Committee receives in the Exception Report, which may need re-naming. The nature of the reporting structure mandated by the NHS inevitably leads to repetition. The current Exception Report goes some way to mitigating this repetition, it may be desirable to include references to papers that provide a fuller discussion.
2. Serious Incident: Loss of airway during bronchoscopy. As is often the case, this incident involved several failures in the process, including missing paperwork from the referring hospital. The Committee focused on the importance of multi-disciplinary consultations even in emergencies but also recognised that the textbook interventions that quite possibly saved the patient's life.
3. Reported Incidents: The significant rise, mainly in "administration/bookings" and "diagnosis/procedure", in the number of reported incidents was discussed. Delays in diagnosis were attributed to the well-rehearsed problems with the laboratory arrangements, a problem that has been addressed through the partnership with CUH. The problems with in "administration/booking" appear to stem from recruitment issues at Royal Papworth House. The Director of Workforce will report.

**Recommendation**

The Board of Directors is asked to note the contents of this report.

**Susan Lintott**  
**Chair, Quality and Risk Committee**  
**29 August 2019**