

**RAG Rating/Status**

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

**QUALITY, SAFETY AND IMPROVEMENT COMMITTEE**

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
OPEN ACTIONS FOR REVIEW - NONE								
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE - NONE								
ACTIONS RECOMMENDED TO BE CLOSED AT (20 May 2024) MEETING								
QSIC 2024_02_21/3	QSIC 2024/04	LB	Quality Governance Performance Report	The Committee agreed to further discuss the support needed around the area of decontamination outside of the meeting. OO commented that she would welcome an update around the area of decontamination and staff safety following this discussion.	20/05/2024: AC advised that OO was updated directly following the Committee meeting. AC also advised that there was a meeting on the 25th April with Bowel Screening Wales leads, IP&C colleagues and the Head of risk to discuss decontamination. CB has requested a T&F group post IPC meeting on 18th to be set up to look at Decontamination in further detail. The Decontamination Policy has been updated and is now out for consultation. Action complete.	20/05/2024		Complete
QSIC 2023.12/13/4.6	QSIC 2023/30	LB	Health and Safety Report (Quarter 2 2023/24)	Committee members sought assurance that there was a system in place to monitor compliance, and queried compliance levels within this specific cohort of employees, particularly those who made use of the Organisations buildings. Noting that this area was within the remit of the People and Organisational Development Committee, the Committee agreed to refer the matter to them for further consideration and would consider the findings at an appropriate time.	20/05/2024: This remited request was considered by the People and Organisational Development Committee at its meeting on 11th April 2024. The Committee confirmed that a process was in place to monitor the statutory and mandatory training level compliance of those with honorary contracts. A more detailed summary of this will be provided as part of the Chairs Composite Report, which is due to be presented at the May Board meeting. Action complete. 21/02/2024: The People and Organisational Development considered an update on Statutory and Mandatory Training at its meeting on the 06 February 2024. A further update will be scheduled for the April 2024 meeting to consider the specific request made from the Quality, Safety and Improvement Committee.	30/04/2024	20/05/2024	Complete
QSIC 2024_02_21/3	QSIC 2024/02	CB	Quality Governance Performance Report	The Committee requested that CB consider the presentation format of the collated report to ensure full assurance for each aspect, and to highlight the good points, areas of concern, and any areas/points that would benefit from the Committees' support at the beginning of the report.	20/05/2024: An updated report and presentation to reflect the requested changes will be presented to the May Committee meetng. Action complete.	20/05/2024		Complete
QSIC 2024_02_21/4.1	QSIC 2024/01	CB/MK	Matters Arising	CB and MK agreed to present an update on the Clinical Governance Framework at the next meeting	20/05/2024: This item is on the May Committee meeting agenda and a presentation has been included as part of the meeting papers. Action complete.	20/05/2024		Complete
QSIC 2024_02_21/3.2	QSIC 2024/03	LB	Quality Governance Performance Report	The Committee noted the Concern around Digital Health and Care Wales capacity delaying improvements for Cervical Screening Wales, and considered whether to escalate this to the Board.	20/05/2024: This concern was drawn out to the Board at its meeting on 28/03/2024 as part of the Composite Chairs Report to Board. Action complete.	20/05/2024		Complete
QSIC 2024_02_21/6	QSIC 2024/05	LB	Committee Workplan	MK requested that winter planning agenda items be categorised under the Emergency Planning section of the workplan.	20/05/2024: Winter Planning has been incorporated into the Committee workplan as part of the combined High quality and safe public health services and functions section. Action complete.	20/05/2024		Complete