

**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 Referenc	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/St
<b>OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE</b>								
None								
<b>ACTIONS RECOMMENDED TO BE CLOSED AT (04 FEBRUARY 2025) MEETING</b>								
QSIC 2024_11_25/3.1	QSIC 2024/14	CB	Quality Governance Performance Update	AC and CB advised of the progression of work around DBS checks that was being reviewed via the People and Organisational Development Committee, noting the need for a revised policy and further consideration by local partnership colleagues due to an expected change in practice. CB agreed to provide an update on the action plan at the next meeting.	04/02/25 Update: CB advised that a specific update on DBS checks has been included in the Quality Governance Performance Report, which will be discussed at the February meeting. Suggest action closed on this basis.			Complete
QSIC 2024.09.16/4.4	QSIC 2024/08	MK	Medicines Management	The Committee asked to be kept informed of updates to decisions regarding the Medicines Management Group formation and Terms of Reference at the appropriate time.	04/02/25 Update: The PHW medicines Management Task and Finish group has continued to meet with the main areas of work being around:  -Updating the Medicines Management Policy so that they reflect the current needs of the organisation. This will need to come back to QSIC for approval -Refreshing the Service Level Agreement with Cardiff and Vale pharmacy to provide senior level pharmacy input where required -To establish best practice and undertake a baseline audit in the two areas of PHW that the policy relates to – Breast Test Wales and Diabetic Eye Screening Wales -Work towards the establishment of a PHW Medicines Management group to provide an organisational approach and overview of medicines management issues within PHW. The Terms of Reference will be presented to QSIC once formed. Suggest action is closed on this basis, noting that QSIC will be informed when the Group is ready to be formed.  5/11/24 Update: The ToR are being looked at alongside the PHW Medicines Management policy and in discussion with pharmacy colleagues from Cardiff and Vale UHB. A further update will be provided at the February meeting.	04/02/2025		Complete
QSIC 2024.09.16/4.5	QSIC 2024/09	JM	Population Health Programmes	JM agreed to reformat the Appendix with additional information on the progress and success of the programmes and present it to the Committee at the appropriate time.	04/02/25 Update: JM advised that the routemap work had overtaken this because out of the routemaps new performance milestones will be created. As this work has been taken over by the performance team, JM suggested the action is closed on the basis of avoiding duplication, highlighting that HG is leading work on impact and performance which the Population Health team are reporting into.	04/02/2025		Complete

<p>QSIC 2024_05_20/3.3</p>	<p>QSIC 2024/05</p>	<p>LB</p>	<p>Quality Governance Performanc e Update</p>	<p>Following discussion on the work underway in the People and OD directorate around workforce culture, CB commented on the work around communications and the role out of customer training, and how we engage with people with disabilities. DC referenced the synergy with the People and OD Committee and agreed to add it to the agenda of the next Cross-Committee Working Group.</p>	<p>04/02/25 Update: This has been included on the agenda for the Cross Cutting meeting scheduled for 30 January, and will be taken forward as appropriate by the group. Suggest action closed on this basis.</p> <p>25/11/24 Update: The Cross cutting meeting scheduled for September was cancelled. This item will be discussed at the next meeting of the group. Request change date to February.</p> <p>16/09/24 Update: A Cross cutting meeting has been Scheduled for 25 September 2024, will feedback at next meeting, request change date to November</p> <p>18/07/2024 Update: This will be taken forward at the next meeting planned for September. Request change of date to September (24.07.24 - date change approved by committee)</p>	<p>24/07/2024</p>	<p>04/02/2025</p>	<p>Complete</p>
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