

Agenda

Part A / Rhan A

10:00 - 10:05 **1. Welcome, Introductions and Apologies for Absence / Croeso, Cyflwyniadau ac Ymddiheuriadau am Absenoldeb**
5 min

(5 mins)

Clare Jenkins

Chair / Chadeirydd

10:05 - 10:05 **2. Declarations of Interest / Datganiadau o Ddiddordeb**
0 min




10:05 - 10:25 **3. Items for Approval / Eitemau i'w cymeradwyo**
20 min

3.1. Minutes, Action Log and Matters Arising of meeting - 04 February 2025 / Cofnodion, Log Gweithredu a Materion Yn Codi Cyfarfod - 04 Chwefor 2025

10:05 - 10:10 (5 mins)

Clare Jenkins

Chair / Cadeirydd

-  3.1 QSIC 2025_06_02 - Unconfirmed QSIC Public Minutes 04 February 2025.pdf (11 pages)
-  3.1 QSIC 2025_06_02 - Unconfirmed QSIC Public Minutes 04 February 2025 cymraeg.pdf (9 pages)
-  3.1 QISC 2025_06_02 - QSIC Open Action Log.pdf (1 pages)

3.2. Emergency Preparedness, Resilience and Response Annual Report 2024 / Adroddiad Blynyddol Parodrwydd, Gwydnwch ac Ymateb i Argyfwng 2024





10:10 - 10:20 (10 mins)

Huw Williams

Head of Emergency Preparedness and Response (EPRR) / Pennaeth Paratoi at Argyfyngau, Cydnerthedd ac Ymateb

Meng Khaw

National Director of Health Protection and Screening Services, Executive Medical Director / Cyfarwyddwr Cenedlaethol Gwasanaethau Diogelu Iechyd a Sgrinio a Chyfarwyddwr Meddygol Gweithredol

-  3.2 QSIC 2025_06_02 - PHW 2024-25 Annual EPRR Report Cover Paper (23.05.24) (V5).pdf (5 pages)
-  3.2 QSIC 2025_06_02 - Appendix A PHW 2024-25 Annual EPRR Report (V1).pdf (26 pages)
-  3.2 QSIC 2025_06_02 - Appendix A1 EPRR Structure (PHW).pdf (2 pages)
-  3.2 QSIC 2025_06_02 - Appendix A2 EPRR Response Structure (PHW).pdf (2 pages)

3.3. Policies and Procedures / Polisiau a Gweithdrefnau

10:20 - 10:25 (5 mins)

Chaperone Policy / Polisi Gwarchodwyr

Angela Cook

Assistant Director of Nursing and Quality / Cyfarwyddwr Cynorthwyol Nyrsio a Ansawdd

Liz Blayney

Deputy Board Secretary and Deputy Head of the Board Business Unit / Dirprwy Ysgrifennydd y Bwrdd a Dirprwy Bennaeth Uned Fusnes y Bwrdd

 3.3 QSIC 2025_06_02 - Draft Chaperone Policy for approval.pdf (21 pages)

10:25 - 10:30
5 min

4. Ratification of Recommendations to Board / Cadarnhau Argymhellion i'r Bwrdd

(5 mins)

Liz Blayney

Deputy Board Secretary and Deputy Head of the Board Business Unit / Dirprwy Ysgrifennydd y Bwrdd a Dirprwy Bennaeth Uned Fusnes y Bwrdd

- Review of Committee Effectiveness / Adolygiad o Effeithiolrwydd Pwyllgorau
- Committee Forward Look for 2025/26 / Rhagolwg y Pwyllgor ar gyfer 2025/26
- Committee Terms of Reference Review / Adolygu Cylch Gorchwyl y Pwyllgor

 4 QSIC 2025_06_02 - - TOR and Workplan Cover report.pdf (5 pages)

 4 QSIC 2025_06_02 - Appendix 1 Committee Effectiveness Survey Summary.pdf (19 pages)

 4 QSIC 2025_06_02 - Appendix 2 QSIC Committee Work Plan 2025-2026.pdf (3 pages)

 4 QSIC 2025_06_02 - Appendix 3 - QSIC ToR DRAFT.pdf (7 pages)

10:30 - 11:45
75 min

5. Items for Assurance / Eitemau i'w sicrhau

Total for all assurance items / Cyfanswm ar gyfer pob eitem sicrwydd: xx (xxx mins)

5.1. Quality Governance Performance Report / Adroddiad Perfformiad Llywodraethu Ansawdd

10:30 - 10:55 (25 mins)

Angela Cook

Assistant Director of Nursing and Quality / Cyfarwyddwr Cynorthwyol Nyrsio a Ansawdd

Claire Birchall

Executive Director of Nursing, Quality and Integrated Governance / Cyfarwyddwr Gweithredol Nyrsio, Ansawdd a Llywodraethu

- Putting Things Right / Gweithio i Wella
- Management of Alerts / Rheoli Rhybuddion
- Update on Implementation of Duty of Quality & Duty of Candour / Diweddariad ar Weithredu'r Ddyletswydd Gonestrwydd a'r Ddyletswydd Ansawdd
- Infection, Prevention & Control / Atal a Rheoli Heintiau
- Safeguarding / Diogelu
- Quality and Clinical Audit / Archwiliad Ansawdd a Chlinigol
- Quality / Clinical Governance Framework/QUoG / Fframwaith Llywodraethu Clinigol/Ansawdd

 5.1 QSIC 2025_06_02 - NQIG Quality Governance Performance Report Q4 24-25 .pdf (36 pages)

5.2. Putting Things Right & Duty of Candour Annual Report 2024/25 /Adroddiad Blynyddol Gweithio i Wella a Dyletswydd Gonestrwydd 2024/25

10:55 - 11:05 (10 mins)

Angela Cook

Assistant Director of Nursing and Quality / Cyfarwyddwr Cynorthwyol Nyrsio a Ansawdd

Claire Birchall

Executive Director of Nursing, Quality and Integrated Governance / Cyfarwyddwr Gweithredol Nyrsio, Ansawdd a Llywodraethu

📄 5.2 QSIC 2025_06_02 - PTR Annual Report - 2024-2025.pdf (20 pages)

📄 5.2 QSIC 2025_06_02 - Duty of Candour - Yearly Report 24 25docx.pdf (7 pages)

5.3. Risk Assurance (Corporate and Strategic Risk Register)/ Sicrwydd Risg (Y Gofrestr Risg Strategol a Gorfforaethol)

11:05 - 11:20 (15 mins)

Danielle Gething

Head of Risk Management / Pennaeth Rheoli Risg

Claire Birchall

Executive Director of Nursing, Quality and Integrated Governance / Cyfarwyddwr Gweithredol Nyrsio, Ansawdd a Llywodraethu

Strategic Risk Officers/ Swyddog Risg Strategol

📄 5.3 QSIC 2025_06_02 - Risk Assurance Cover Report 22.5.25.pdf (6 pages)

📄 5.3 QSIC 2025_06_02 - NEW Strategic Risk 05 (Trial) D0.2 22.5.25.pdf (10 pages)

📄 5.3 QSIC 2025_06_02 - Corporate Risk Register Cover Paper.pdf (10 pages)

📄 5.3 QSIC 2025_06_02 - Corporate Risk Register - 15.05.2025 v0.3.pdf (3 pages)

Break/ Egwyl

11:20 - 11:30 (10 mins)

5.4. Health and Safety / Iechyd a Diogelwch

11:30 - 11:40 (10 mins)

Neil Desmond

Head of Estates and Health and Safety / Pennaeth Ystadau a Iechyd & Diogelwch

- Health and Safety Report Quarter 4 2024-25/ Adroddiad Iechyd a Diogelwch Chwarter 4 2024-25
- Health and Safety Annual Report 2024-25 / Adroddiad Blynyddol Iechyd a Diogelwch 2024-25
- Health and Safety Workplan 2025-26 / Cynllun Gwaith Iechyd a Diogelwch 2025-26

📄 5.4 QSIC 2025_06_02 - Health and Safety Report Q4 2024-25 07.04.2025 v1.pdf (21 pages)

📄 5.4 QSIC 2025_06_02 - Health and Safety Annual Report 2024 -2025 V0a.pdf (19 pages)

📄 5.4 QSIC 2025_06_02 - Health Safety Work Plan 2025-26.pdf (3 pages)

5.5. Bi-Annual Corporate Policies Update / Diweddariad ar Bolisiâu Corfforaethol Chwe Misol

11:40 - 11:45 (5 mins)

Liz Blayney

Deputy Board Secretary and Deputy Head of the Board Business Unit / Dirprwy Ysgrifennydd y Bwrdd a Dirprwy Bennaeth Uned Fusnes y Bwrdd

📄 5.5 QSIC 2025_06_02 - Bi-annual Corporate Policies and Procedures Update.pdf (5 pages)

📄 5.5 QSIC 2025_06_02 - Appendix 1 QSIC Corporate Policy Register extract.pdf (5 pages)

11:45 - 12:30 **6. Deep Dive (Complaints and Incidents) / Archwiliad Dwfn (Cwynion a**

45 min **Digwyddiadau)**

Jacqui Westmoreland

Quality, Safety and Putting Things Right Manager / Rheolwr Ansawdd, Diogelwch a Gweithio i Wella

Angela Cook

Assistant Director of Nursing and Quality / Cyfarwyddwr Cynorthwyol Nyrsio a Ansawdd

Claire Birchall

Executive Director of Nursing, Quality and Integrated Governance / Cyfarwyddwr Gweithredol Nyrsio, Ansawdd a Llywodraethu

 6 QSIC 2025_06_02 - PTR Deep Dive Presentation v1.pdf (19 pages)

12:30 - 12:35 7. Items to Note / Eitemau i'w nodi

5 min

7.1. Audit /Archwilio

Audit Action Tracker / Traciwr Gweithredu Archwilio

Internal Audit Reports / Adroddiadau Archwilio Mewnol

- Health Protection and Screening Services Procurement Improvement Plan- Final Internal Audit/ Cynllun Gwella Caffael Gwasanaethau Diogelu Iechyd a Sgrinio - Archwiliad Mewnol Terfynol
- Duty of Quality / Dyletswydd Ansawdd

 7.1 QSIC 2025_06_02 - Audit Action Tracker Cover paper.pdf (3 pages)


 7.1 QSIC 2025_06_02 - Open QSIC Audit Recommendations Tracker Appendix.pdf (2 pages)

 7 QSIC 2025_06_02 - - PHW 2024-25 05 HPSS Procurement Improvement Plan Final Internal Audit report1.pdf (10 pages)

 7.1 QSIC 2025_06_02 - Internal Audit - Duty of Quality Final Report.pdf (8 pages)

7.2. IPC and Safeguarding Terms of Reference Annual Review / Adolygiad Blynyddol Cylch Gorchwyl y Grŵp IPC A Grŵp Diogelu

 7.2 QSIC 2025_06_02 - PHW IPC Group Revised TOR 4.2025 (1).pdf (6 pages)

 7.2 QSIC 2025_06_02 - Safeguarding Group Terms of Reference May 25.pdf (5 pages)

Part B NHS Executive Business / Rhan B Busnes Gweithredol y GIG

12:35 - 12:35 8. Declarations of Interest / Datgan Buddiannau

0 min

12:35 - 12:45 9. NHS Executive Quarterly Governance Compliance Report (Q4) / Adroddiad Cydymffurfiaeth Llywodraethu Chwarterol Gweithrediaeth y GIG (C4)

10 min

(10 mins)

Iain Hardcastle

National Director of Planning /

 9 QSIC 2026_06_02 NHS Exec Quarterly report Jan_Mar_2025.pdf (7 pages)

12:45 - 12:50 10. Closing Administration / Gweinyddiaeth i gau

5 min

- Any Other Business / Unrhyw Fusnes Arall
- Committee Feedback / Adborth y Pwyllgor

• **Date of Next Meeting / Dyddiad y Cyfarfod Nesaf:**

26 August 2025 /26 Awst 2025

10.1. Close of Public Meeting / Diwedd y Cyfarfod Cyhoeddus

Yn unol ag [Adran 1 (2) o Ddeddf Cyrff Cyhoeddus (Mynediad i Gyfarfodydd) 1960 (c.67)] bydd cynrychiolwyr o'r wasg ac aelodau eraill o'r cyhoedd yn cael eu gwahardd o weddill y cyfarfod hwn oherwydd natur gyfrinachol y busnes sydd i'w drafod, gan y byddai rhoi cyhoeddusrwydd iddo yn niweidiol i les y cyhoedd.

That representatives of the press and other members of the public will be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest in accordance with [Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (c.67)].