

Committee Action Log

Name of Meeting: Quality, Safety & Experience Committee
Committee Chair: Carolyn Donoghue, Independent Member

Date of meeting the action originated from	Minute Item reference	Minute Reference Page Number	Item Title / Summary	Nature of Action	Lead Officer	Lead Executive	Timescale for action to be completed	Status of Action	Narrative Progress Update
21/01/2025	5.1	4	Thematic Spotlight Presentation - WAST joint investigation framework thematic review	WAST produced Quality Report to be shared with Members at future meetings of the Committee to help Independent Members triangulate data between WAST and the Health Board	Executive Director of Nursing/Deputy CEO	Interim Executive Director of Nursing	20/05/2025 Now 22/07/2025 Now November 2025	Open	In progress Interim Executive Director of Nursing for CTMUHB to meet with Director of Nursing at WAST to discuss what quality data sets were now available within WAST that could be shared with Committee members.
21/01/2025	5.1	4	Thematic Spotlight Presentation - WAST joint investigation framework thematic review	Consideration to be given outside the meeting on the frequency of reporting on this matter to future Committee meetings. Deputy Director of Nursing to discuss further with Committee Chair to determine the level of information required moving forwards	Committee Chair	Interim Executive Director of Nursing	25/03/2025 Now 22/07/2025 Now November 2025 Now January 2026	Open	In progress Interim Executive Director of Nursing has suggested that given improved position a closure report could be presented to the Committee on this matter in early 2026
20/05/2025	4.1	3	Listening & Learning Story - Maternity Services	Update to be provided at a future meeting on the work being undertaken by the Team on how it was reaching the wider population via digital platforms.	Care Group Nurse Director, Children & Families	Care Group Nurse Director, Children & Families	TBC	Open	In progress Date to be agreed with Team
20/05/2025	4.2	4	Executive and Independent Member Walkaround Framework Cover Paper	Review of proposed frequency of walk rounds to be undertaken alongside a wider review of the new process once one round of walk rounds had been completed	Interim Executive Director of Nursing	Interim Executive Director of Nursing	18/11/2025	Open	Propose to Close Review has been undertaken and a report containing details of feedback received from the latest round of walkrounds is on the agenda for the November meeting. The Interim Executive Director of Nursing will also be having a discussion with Independent Members on the future process at the Board Development session on 18 December 2025.
22/07/2025	4.1	4	Listening & Learning Story - Carers	This matter to be revisited given that the Committee had been made aware that there were issues that needed to be addressed, with further discussion required as to what could be done to address the issues	Head of Corporate Governance & Board Business	Interim Executive Director of Nursing	20/01/2026	Open	Propose to Close This item has been added to the forward work programme
22/07/2025	5.2.3	8	Planned Care - Care Group Highlight Report	Update to be provided by G Hughes on what the impacts and expected outcomes were likely to be in relation to the developments within Gastroenterology and General Surgery, for example, reduction in waiting lists, patients having to spend less time in hospital.	Chief Operating Officer	Chief Operating Officer	23/09/2025	Open	In progress Awaiting further update from Chief Operating Officer
22/07/2025	5.3	12	Stroke Services Report	Future reports to include focus on AHP and Therapies workforce availability to deliver a 7 day service, along with rehab goals and outcomes.	USC Care Group Service Director	Chief Operating Officer	20/01/2026	Open	In progress This will be included in the next scheduled substantive report which is due to be presented to Committee in January 2026
22/07/2025	6.1	13	Patient Safety, Quality & Experience Dashboard	Response to be provided outside the meeting regarding inconsistencies reported in figure contained in paragraph 2.2 regarding number of incidents reported compared to bar chart graph contained later in the report.	Head of Concerns & Business Intelligence	Interim Executive Director of Nursing	23/09/2025	Open	In Progress Interim Executive Director of Nursing plans to discuss the context of this action with Committee Chair
22/07/2025	6.1.1	14	Committee Referral - Details of the medical negligence claims from the losses and special payments report - Verbal Update	Detailed written update to be presented to the September 2025 meeting of the Quality, Safety & Experience Committee	Head of Concerns & Business Intelligence	Interim Executive Director of Nursing	23/09/2025	Open	Proposed for Closure Report and explanation presented to the meeting held on 23 September. Audit, Risk & Assurance Committee Chair content that this referral has now been addressed.
22/07/2025	6.4	14	People Experience Forum Update	Review the statement made within the report in relation to underfunding to better reflect the intended message, focusing on concerns rather than asserting underfunding as fact.	Deputy Director of Nursing	Interim Executive Director of Nursing	23/09/2025	Open	Proposed for Closure Response shared with Members by email on 5 November 2025
23/09/2025	4.1	3	Listening & Learning Story - Domestic Violence	Link up Head of Safeguarding with the Chair of the Women's Network in order to promote the work being undertaken by the Team to keep people safe	Executive Director of Allied Health Professionals & Health Sciences	Executive Director of Allied Health Professionals & Health Sciences	23/09/2025	Open	Proposed for Closure - Complete Executive Director of Allied Health Professionals & Healthcare Sciences has confirmed this has been actioned.
23/09/2025	4.1	5	Listening & Learning Story - Domestic Violence	Head of Safeguarding to return to the Committee in one year to provide more evidence in relation to learning points	Head of Corporate Governance & Board Business	Head of Safeguarding	Sep-26	Open	Proposed for Closure This item has been added to the forward plan for September 2026
23/09/2025	5.1	6	Report of the Clinical Executives	Report on the current position regarding the proposed changes to the roles and remits for Physicians Associates to be developed and presented to a future meeting	Executive Medical Director	Executive Medical Director	Jan-26	Open	Proposed for Closure This item has been added to the forward work programme
23/09/2025	5.1	6	Report of the Clinical Executives	The position in relation to the risk of sustainable funding routes for key projects/services which were subject to short term funding to be included in the alert/escalate section of the Committee Highlight report to Board. Positive items for escalation to also be included in relation to the positive inspection carried out by the Human Tissue Act Authority and the recent HIW visits to the Emergency Department at Royal Glamorgan Hospital (RGH) and to Maternity services at Princess of Wales Hospital (POWH).	Assistant Director of Governance & Risk	Assistant Director of Governance & Risk	Nov-25	Open	Propose to Close - Complete The Highlight Report for the Committee which met on the 23rd September 2025 captured the agreed items and will be received at the November 2025 meeting of the Public Board.
23/09/2025	5.2.2	8	Diagnostics, Therapies, Pharmacy & Specialities Highlight Report	Update to be provided to the next meeting regarding the reasons behind the increased blood transfusion incidents	Executive Medical Director	Executive Medical Director	Nov-25	Open	Proposed for Closure Update has been included in the Highlight Report as to the reasons behind the increase
23/09/2025	5.2.4	9	Planned Care - Care Group Highlight Report	Outcome and impact of the splitting of the Anaesthetics, Critical Care & Theatres and Trauma & Orthopaedics Directorate to be presented to the Committee after the trial period of 12 Months	Head of Corporate Governance & Board Business	Care Group Nurse Director, Planned Care	Sep-26	Open	Proposed for Closure This item has been added to the forward work programme
23/09/2025	5.2.5	10	Unscheduled Care - Care Group Highlight Report	Discussion to be held with DTFS Care Group to clarify any discrepancies and ensure understanding of the patient support model at YGT	Care Group Nurse Director, Unscheduled Care	Care Group Nurse Director, Unscheduled Care	18-Nov-25	Open	In progress
23/09/2025	6.2	12	Committee Referral - Details of the medical negligence claims from the losses and special payments report	Summary report to be submitted back to the Audit, Risk & Assurance Committee confirming the review outcome discussed at the Quality, Safety & Experience Committee	Head of Concerns & Business Intelligence	Head of Concerns & Business Intelligence	13-Nov-25	Open	Proposed for Closure This report is on the agenda for information at the November Audit, Risk & Assurance Committee
23/09/2025	7.1	13	Organisational Risk Register - Risks Assigned to Quality & Safety Committee	Stroke risk narrative risk description to be reframed from a sustainability to a performance perspective.	Chief Operating Officer	Chief Operating Officer	18-Nov-25	Open	Propose to Close In relation to Datix Risk ID 4632 regarding stroke services, the risk has been reframed to take into account feedback received from the September 2025 Quality, Safety & Experience Committee to capture the performance element of the risk and this can be seen in the Organisational Risk Register update on the agenda. The Unscheduled Care Group are currently reviewing the risk score as a result of these changes.
23/09/2025	7.5	15	Health, Safety & Fire Sub Committee Highlight Report 4 September 2025	Further clarity on reporting routes to be obtained for nutrition and catering activity.	Assistant Director of Governance & Risk	Director of Corporate Governance/ Board Secretary	18-Nov-25	Open	In Progress This action is being taken forward by the Corporate Governance team in their review of the Committee and Sub Committee annual Cycles of Business (timeframe to be complete by end of December 2025) Once a reporting route for nutrition and catering has been identified this will be fed back to the Committee.
23/09/2025	2.3 (CLOSED SESSION)	3	Organisational Risk Register - Closed Risks	Review to be undertaken outside the meeting as to whether the Special School Nursing position should be included as a risk.	Assistant Director of Governance & Risk	Director of Corporate Governance/ Board Secretary	18-Nov-25	Open	Proposed for Closure - Complete The Special School Nursing Risk is escalated to the Organisational Risk Register and was considered in the Public Committee session. The risk ID for reference is 5753 "Inadequate Special School Nurse Provision".