
























Quality & Safety Group (QSG)
13th May 2025 @ 10:00 – 12:30pm via Microsoft Teams

| | Topic | Attachment | Timings | Purpose: - Approve - Review - Receive - Discuss - Update - Noting | Lead |
|------------------------------------|--|--|---------|---|---|
| PART 1. PRELIMINARY MATTERS | | | | | |
| 1.1 | Apologies for absence and meeting tracker |  QSG Tracker 25.xlsx | 10:00 | Noting | Chair |
| 1.2 | Minutes of meeting April 2025 |  Draft QSG Meeting Notes Apr 2025 v1.pdf | 10:02 | Approve | All |
| 1.3 | Note the action/escalation log |  QSG AE Log May 25.xlsx | 10:05 | Discuss/Update | Chair |
| 1.4 | Note the work programme/plan 2025 vs 22 |  QP Meeting Workplan 2023-25_v1 | 10:15 | Receive | All |
| PART 2A. QUALITY UPDATES | | | | | |
| 2.1 | Patient/Staff Story from Corporate | <i>Presentation</i> | 10:17 | Discuss | Cath Davies, (Deputy Head of Nursing, District Nursing) |
| | Spinal Network Quarterly Report (Deferred to June) | | | Receive | Scott Hurford, (South Wales Spinal Network Operational Delivery Manager) |
| 2.2 | Service Group (SG) Structures Governance Paper |  Report- Updated ToR Service Group QSG M | 10:35 | Receive | Sue Jose, (Deputy Head of Quality & Safety) |

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| | (Deferred from April) | | | | |
| 2.3 | Controlled Drugs – Bi-Annual report |  Controlled Drugs Governance Paper 13 | 10:45 | Receive | Judith Vincent (Clinical Director Pharmacy) |
| 2.4 | Developing QI Capabilities/ QSI Hive Demo |  Developing Quality Improvement (QI) Cap | 10:55 | Receive & Present | Emma Smith , (Quality Improvement Information Manager) / Anna Bevan , (Quality Improvement Clinical Educator) |
| 2.5 | Risk Reporting |  QSG 2025-05 Risk Report OPEN (202506  HBRR Mar 2025 Public (20250417 163 | 11:00 | Receive | Neil Thomas , (Assistant Head of Risk & Assurance) |
| 2.6 | Infection Prevention Control |  2.6c - Appendix 3_IPC Report - Appendix 3 -  2.6b - Appendix 2_IPC Report_IPCSG_  2.6a - Appendix 1 - Agenda IPCSG - 29.04  2.6_IPCSG report to QSG May 2025.pdf | 11:05 | Receive | Delyth Davies , (Head of Nursing Infection Prevention Control) |
| Part 2B. High Risk Reporting | | | | | |
| 2.7 | Never Events |  Never Event Paper May 2025.pdf | 11:15 | Assurance | Nicola Anthony (Assistant Head of Concerns Management, Patient Feedback Team) |

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| 2.8 | QAF Internal Audit Report |  Final Draft Paper for QS Group.pdf | 11:20 | Assurance | Clare Baker, (Deputy Head of Quality & Safety) |
| | Regulation 28 Paper (deferred to June) | | | | Hannah Evans, (Legal Services Manager) |
| 2.9 | South Wales Burns Network – Notice of Review Visit to Swansea Adult Burns Centre and Paediatric Burns Unit |  2-SWANSEA Review Notification Letter fin:  1a-SWANSEA Review Timeline and Checklis | 11:25 | | Ceri Matthews, (Group Nurse Director) / Suzanne Holloway, (Head of Quality and Safety),Morrison |
| 2.10 | Theatres Improvement Report |  NE Improvement update.pdf | 11:35 | Assurance | Sharron Price, (Group Nurse Director), Singleton Neath Port Talbot |
| 2.11 | Quality Strategy Implementation Plan Update |  Quality Strategy Implementation Plan | 11:45 | Receive | Sue Jose, (Deputy Head of Quality & Safety) |
| 2.12 | Ligature Risk Assessment Service Group Update |  Ligature Risk Assessment Table_Ma | 11:55 | Receive | SG Leads |
| PART 3. SUB-GROUP REPORTS | | | | | |
| 3.1 | Safeguarding Report |  SBAR Safeguarding May FINAL.pdf | 12:00 | Receive | Kath Thomas (Deputy Head of - Safeguarding) |
| 3.2 | Patient Stakeholder & Experience Sub-Group Update |  Patient Stakeholder March 2025 for sign c | 12:05 | Receive | Jayne Whitney, (Quality Improvement - Suicide Prevention Lead) |
| 3.3 | COEG – Bi-monthly Update |  COEG QSG May Report.pdf | 12:10 | Receive | Helen Dean (Associate Medical Director for Professional Concerns and Quality and Safety) / Raj Krishnan |








(Deputy Executive
Medical Director)

PART 4. Service Group Exception Reporting, for issues not reported through PSEG, PSC & COEG

Feedback Service Group Leads

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| 4.1 | Primary Community & Therapies (5min) | <i>Exceptions not previously escalated only</i> | 12:15 | Escalation | Sian Passey |
| 4.2 | Neath Port Talbot Singleton (5min) | | | | Sharron Price |
| 4.3 | Morryston (5min) | | | | Ceri Matthews |
| 4.4 | Mental Health & Learning Disabilities (5min) | | | | Michelle Forkings/Marie Williams |

PART 5. ITEMS FOR NOTING

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| 5.1 | Welsh Risk Pool Assessments 2024 |  202503MAR10 Letter from Jonathan Webb  202503MAR10 WRP FINAL ASSESSMENT F |
| 5.2 | Major Trauma Network, Quarterly Report |  Appendix 1- Delivery Assurance Group Rep  SWTN Operational Delivery Network QSC  Appendix 2- SWTN Risk Register 12 2024  Appendix 3- SWTN Issues Log 12 2024.pc |
| 5.3 | Beacon Dashboard |  Beacon Dashboard_May 25.pc |

PART 6. CLOSING MATTERS

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PART 7. GROUP REFLECTION

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| 7.1 | <p>Date of next meeting 10/06/2025</p> <p>Meeting Chair – Christine Morrell</p> | <p>Papers and reports due for 02/06/25</p> <ul style="list-style-type: none"> • Never Events - Nicola Anthony • Neil Thomas Risk Report • Lymphodeama Network- Dr Melanie Thomas - Deferred from April • NRI action plans on suicide/self-harm - service groups • Organisational response to suicide/self-harm - Angharad Higgins • Absconding MHLD - Marie Willaims • JCC Quarterly Report - Deferred from Jan 25 • LOCSSiPS Update - SG Leads • AMaT Update - Fran Holt (deferred from May) • Clinical Ethics Group - Liz Wonnacott • Reg 28 paper - Hannah Evans (deferred from May) • Spinal Network Quarterly Report - Scott Hurford (Deferred from April) • Ligature Risk Assessment Assurance and timeline of completion from SG Leads • Reg 28 paper - Hannah Evans • Patient/Staff Story- NPT Singleton |
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