






















Quality & Safety Group (QSG)
8th July 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 June 2025	 Draft QSG Meeting Notes June 2025 v2.p	10:02	Approve	All
1.3	Note the action/escalation log	 QSG AE Log July 25.xlsx	10:05	Discuss/Update	Chair
1.4	Note the work programme/plan 2025 vs 28	 QP Meeting Workplan 2023-25_vs	10:15	Receive	All
PART 2A. QUALITY UPDATES					
2.1	Patient/Staff Story from Primary Care & Therapies	 The Difference mouth care makes.pdf	10:17	Discuss	Sarah Francis (Oral Health Coordinator SBUHB)
2.2	Medicines Management Quarterly Report	 QSG PMM Progress Update Jul 25.pdf  Appendix 1 - National Prescribing I  Appendix 2 - SBUHB performance Value ar	10:30	Receive	Stuart W. Evans (Head of Medicines Governance and Optimising Medicines Value)






2.3	Developing QI Capabilities	 Developing Quality Improvement (QI) Cap	10:40	Receive	Emma Smith (<i>Quality Improvement Information Manager</i>) & Anna Bevan (<i>Quality Improvement Clinical Educator</i>)
2.4	Quality Safety Metrics	 Quality Safety Dashboard Report for	10:45	For Chair confirmation	Angharad Higgins (<i>Head of Quality and Safety</i>)
2.5	COEG Bi-Monthly Report	 COEG QSG June Report.pdf	10:50	Receive	Helen Dean (<i>Associate Medical Director for Professional Concerns and Quality and Safety</i>)
	Maternity NeoNatal QS & Perinatal engagement framework Quarterly report	<i>Deferred to August</i>			Sharron Price (<i>Group Nurse Director, Neath Port Talbot and Singleton Service Group</i>) & Kathryn Greaves
2.6	Risk Report	 Risk report.pdf	10:55	Receive	Neil Thomas , (<i>Assistant Head of Risk & Assurance</i>)
	HEPMA Project Evaluation	<i>Deferred to September</i>			Rebekah Williams (<i>Digital Lead Pharmacist</i>)
	WNCR/HEMPA Reporting	<i>Deferred to September</i>			Cath Morgan-Edwards (<i>Chief Nursing Informatics Officer, Senior Corporate Matron</i>)
2.7	Clinical Ethics Group (deferred from June)	 Ethics.pdf	11:00	Receive	Liz Wonnacott (<i>Head of Service, Medical Director Department</i>)

2.8	Policies for approval	 QSG Report Policy Approval July 2025.pc	11:05	Approval	Mark Parsons (Assistant Director of Capital Planning)
	1. Energy Policy	 Appendices 1 - ENERGY POLICY.pdf			
	2. Environmental Policy	 Appendices 2 - Environmental Policy.			
	3. Manual Handling Policy	 Appendices 3 - Manual Handling Poli			

Part 2B. High Risk Reporting

2.9	Never Events	 Never Event Paper July 2025.pdf	11:10	Assurance	Nicola Anthony (Assistant Head of Concerns Management, Patient Feedback Team)
2.10	Duty of Candour	 QSG July 2025 DUTY OF CANDOUR Annua	11:15	For Chair confirmation	Nicola Anthony (Assistant Head of Concerns Management, Patient Feedback Team)
	Regulation 28 Paper (deferred to August)				Hannah Evans, (Legal Services Manager)
2.11	LocSSIPs Update (PCT update attached)	 LocSSIPs update to corporate QandS June	11:20	Assurance	SG Leads
2.12	Theatres Improvements Plan	 Never Event Update for Quality and Safety	11:30	Assurance	Sharron Price (Group Nurse Director, Neath Port Talbot and Singleton Service Group)

2.13	Ligature Risk Assessment Assurance and timeline of completion	 Updated Ligature Risk Assessment Tabl	11:35	Receive	SG Leads
2.14	Morrison NRI action plans on suicide and self-harm	 Update_NRISignificantSelfHarm_June_v1.1  Appendix1_ActionPlan_INC52606_Jun2025  Appendix2_ActionPlan_INC61832_Jun2025  Appendix3_230525 HIW Enquiry_Hospital	11:45	Assurance	Ceri Matthews (Group Nurse Director, Morrison Service Group)
2.15	Challenges achieving learning- an update for PTR Teams (Deferred to August)		11:50	Assurance	Sophie Davies (Legal Services Manager)
2.16	Ward F Assurance Paper MHLD	 MHLD Ward F Assurance Report for	11:55	Assurance	Michelle Forkings (Nurse Director of Mental Health and Learning Disabilities) & Marie Williams (Head of Nursing Quality Governance and Improvement MHLD)
2.17	Annual Quality Report	 Annual Quality Report 2024-2025 (D	12:05	Assurance	Angharad Higgins (Head of Quality and Safety)
	Update on SW Burns Network – Notice of Review Visit to Swansea Adult Burns Centre	Deferred to September			Jeremy Yarrow (Consultant), Jonathan Cubitt (Consultant Burns and Plastic Surgeon) & Sara Williams

	and Paediatric Burns Unit –				(Directorate Manager - Burns & Plastic Surgery)
PART 3. SUB-GROUP REPORTS					
3.1	Patient and Stakeholder Experience Group	 Patient and Stakeholder Experience	12:10		Lesley Jenkins (Acting Deputy Executive Director of Nursing and Patient Experience)/ Alison Clarke (Deputy Director of Therapies and Health Science)
PART 4. Service Group Reporting, for issues not reported through PSEG, PSC & COEG					
Feedback Service Group Leads					
4.1	Primary Community & Therapies (5min)	 PCT Highlight Report May 25.pdf			Sian Passey (PCTSG Nurse Director)
4.2	Neath Port Talbot Singleton (5min)		12:15		Sharron Price (Group Nurse Director, Neath Port Talbot and Singleton Service Group)
4.3	Morrison (5min)				Ceri Matthews (Group Nurse Director, Morrison Service Group)
4.4	Mental Health & Learning Disabilities (5min)				Michelle Forkings (Nurse Director of Mental Health and Learning Disabilities)
PART 5. ITEMS FOR NOTING					
5.1	Beacon Dashboard				 Beacon Dashboard - NHS Executive.pdf
5.2	AMaT Final Terms of Reference				 Final Terms of Reference v2.pdf
5.3	Safeguarding Report				 SBAR Safeguarding July FINAL.pdf
PART 6. CLOSING MATTERS					

6.1		
PART 7. GROUP REFLECTION		
7.1	<p>Date of next meeting 12/08/25 Meeting Chair – Raj Krishnan</p>	<p>Papers and reports due for 04/08/25</p> <ul style="list-style-type: none"> • Never Events - Nicola Anthony • IPC Report - Delyth Davies • Neil Thomas External Inspections • Reg 28 - Update from Service Groups on Actions • Theatres Improvement Report - Sharron Price • LOCSSiPS Update - SG Leads • Theatres Improvement report- Sharron Price • Ligature Risk Assessment Assurance and timeline of completion from SG Leads • Absconding MHLD (Deferred from June) - Marie Williams • EMERTS - Mark Winter(Deferred from July) • HEPMA project evaluation - Rebekah Williams (Deferred from July) • Quality Assurance SOP - Clare Baker • Dashboard Update - Dai Williams/Emma Smith