

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 Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
OPEN ACTIONS								
None								
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
QSIC 2025_09_29/3.2	QSIC 2025/02	AW	Policies and Procedures for approval	The Committee recommended that the Mobile Phone policy author work with the Leadership Team to redraft and reconsider the policy in light of the feedback given.	25.11.25: The Policy author has agreed to redraft the policy taking onboard the Committee's feedback in November and has been in touch with the Chair of Leadership Team to agree a way forward with their consultation in December. It is anticipated that the Policy will be brought back for Committee approval at the February meeting.	24/02/2026		On track
ACTIONS RECOMMENDED TO BE CLOSED AT (25 NOVEMBER 2025) MEETING								
QSIC 2025_09_29/4.1	QSIC 2025/05	AC	Quality Governance Performance Report Q1	AC agreed to follow up whether there was an Organisational stance on the use of North/South Wales dialect with the Welsh Language team.	25.11.25: AC actioned this request and the following response was received from the Welsh Language Team: Regarding the use of North/South Welsh in materials, we tend to avoid using either specifically and rather use standard Welsh as our official version which everyone understands wherever in Wales they are from. We follow the Cymraeg Clir principles for Welsh and use standard Welsh on everything. Our Welsh Language Team and translators will all use Standard Welsh.	25/11/25		Complete
QSIC 2025_09_29/3.3	QSIC 2025/03	AC	Quality and Clinical Audit Annual Report 2024-25 and Plan for 2025-26	AC agreed to reflect suggestions regarding risk and audit terminology and the inclusion of audit start dates in future iterations of the report.	25.11.25: Actions noted and feedback to the team for future reports. Actioned and recommended for close on 11.11.25	25/11/25		Complete
QSIC 2025_09_29/4.1	QSIC 2025/04	AC	Quality Governance Performance Report Q1	AC agreed to provide more detailed data on incident training in future reports.	25.11.25: Noted and feedback to the PTR team to include from February 2026 reports as training is changing to reflect the new Listening to People Regulations. Verbal update to be provided at next QSIC as part of the Quality Governance Performance update. Recommended for closure 11.11.25	25/11/25		Complete
QSIC 2025_09_29/4.1	QSIC 2025/06	AC	Quality Governance Performance Report Q1	Suggested future reports include actual staff numbers alongside percentages for IPC training compliance. AC agreed to include staff numbers alongside percentages for IPC training compliance in future iterations of the report.	25.11.25: Completed and included in November QSIC paper.	25/11/25		Complete