

Quality, Safety & Experience Committee – Non Routine Committee Business Forward Plan

(1st January 2025 to the 31st December 2025)

This forward plan is only to be used for one-off Adhoc items that do not require inclusion as routine business on the Annual Committee Cycle of Business.

Date of Request	Origin of Request	Requestor	Item Summary / Title	Nature of Request	Lead Officer	Executive Lead	Intended Meeting Date	Status
16 May 2024	Suggested at the 16 May 2024 meeting that report would be presented to a future meeting on this item	Chief Operating Officer	CTM Escalation Policy	Suggested at the 16 May 2024 meeting that report would be presented to a future meeting on this item	Chief Operating Officer	Chief Operating Officer	18 September 2024	Proposed for Closure The revised Escalation Policy was presented to the October 2025 meeting of the Operational Delivery Committee and has been made available to QSEC members via the documents folder on Admincontrol
14 August 2024	Request received by email for this to be presented as a spotlight presentation to a future meeting of the Committee	Senior Nurse Acute Deterioration and Outreach Services	Spotlight Presentation Decision Making around ACP/DNACPR/TEP	Case presentation to highlight the need for more resource in end-of-life education and training	Senior Nurse Acute Deterioration and Outreach Services	Executive Medical Director	25 March 2025	In progress Consideration being given to governance reporting routes for RADAR. In this respect this item may be removed from forward plan for Quality, Safety & Experience Committee
11 March 2025	Request made by an Independent Member at the January 2025 QSEC for this report to added to future meeting agenda's	Executive Director of Nursing	WAST Produced Quality Report	USC Care Group to provide a report on the joint working with WAST looking at the People's Experience and Quality of care as this is work that is undertaken jointly with the central team and sits within USC portfolio.	USC Care Group Nurse Director	Executive Director of Nursing	20 May 2025 22 July 2025 Now November 2025 Now January 2026	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.
10 April 2025	Request made at the agenda planning session held on 10 April 2025	Committee Chair	Stroke Services Progress Report	Stroke Services report to be presented to the July meeting of the Committee	Executive Director of Allied Health Professionals & Healthcare Sciences	Allied Health Professionals & Healthcare Sciences	22 July 2025 – 23 September 2025 – Now January 2026	In progress Presentation received and discussed at the meeting held on 22 July 2025. Further report on progress to be presented to the meeting taking place on 23 September 2025. Following the agenda planning session held in August 2025, it was agreed that the USC

								Care Group Highlight report for September would include an update on Stroke KPI's with the next detailed update on Stroke to be presented to the January 2026 meeting
22/07/2025	Request made at the July meeting for this item to be brought back to a meeting in 2026	Interim Executive Director of Nursing	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	Carers Lead	Interim Executive Director of Nursing	Date to be confirmed	In progress Date to be confirmed with Carers Lead
7 August 2025	Suggestion made at agenda planning session held on 7 August 2025	Deputy Director of Nursing	Quality focussed report on Commissioned Services	To be presented to Committee for discussion and awareness	Executive Director of Strategy & Transformation	Assistant Director of Transformation	18 November 2025	Proposed for Closure – On agenda This item is on the agenda for discussion at the November 2025 meeting
7 August 2025	Suggestion made at agenda planning session held on 7 August 2025	Closure Report - Inpatient Mental Health Improvement Programme	Report to highlight progress made since the update presented to the July 2024 meeting	To be presented to Committee for assurance purposes	Mental Health & Learning Disabilities Care Group Nurse Director	Mental Health & Learning Disabilities Care Group Nurse Director	23 September 2025 18 November 2025 Now deferred to 20 January 2026	In progress This has been deferred to 20 January 2026
23 September 2025	Request made at the meeting held on 23 September 2025	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	To be presented to the Committee for assurance purposes	Head of Safeguarding	Executive Director of Nursing	22 September 2026	In progress Scheduled for September 2026
23 September 2025	Request made at the meeting held on 23 September 2025	Physicians Associates	Report on the current position regarding the proposed changes to the roles and remits for Physicians Associates	To be presented to the Committee for awareness	Executive Medical Director	Executive Medical Director	Date to be agreed	In progress Report unlikely to be available until early 2026
23 September 2025	Request made at the meeting held on 23 September 2025	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	To be presented to the Committee for awareness	Planned Care Group Nurse Director	Executive Director of Nursing	22 September 2026	In progress Will be presented to the September 2026 meeting

			Committee after the trial period of 12 Months					
24 September 2025	Email request received from the Assistant Director of Governance Risk following discussion held at the September 2025 meeting	Focussed review on Ambulance Handover times improvement	Report to identify whether the improvement on handover times has not had any adverse effect on quality and safety i.e. increase in incidents, complaints, waiting time performance, patient experience feedback etc.	To be presented to Committee for assurance purposes	Unscheduled Care Group Director/Nurse Director	Unscheduled Care Group Director/Nurse Director	24 March 2026	In progress Will be presented to the March 2026 meeting
30 September 2025	Email request received from the Medical Directorate Business Manager	Organ Donation Sub Committee Terms of Reference	Further amendments required to membership and attendee section	To be presented to the Committee for approval	Medical Director Business Manager	Executive Medical Director	18 November 2025	Proposed for Closure – On agenda This item is being received for approval at the November 2025 meeting
6 October 2025	Email request from the Executive Medical Director	Clinical Effectiveness Update	To be presented to the Committee for awareness	To be presented to the Committee for awareness	Executive Medical Director	Executive Medical Director	18 November 2025 Now January 2026	In progress This item will be presented to the Committee in January 2026
28 October 2025	Email request from the Executive Medical Director	Adult Mental Health Cultural Challenges	To be presented to the Committee for awareness	To be presented to the Committee for awareness	Executive Medical Director	Executive Medical Director	18 November 2025	Proposed for Closure – on agenda This item is being received via In Committee session at the November 2025 meeting
4 November 2025	Request received from Interim Executive Director of Nursing	Spotlight Report - Quality Impact of the Health Board's new Escalation Framework	To be presented to the Committee for awareness	To be presented to the Committee for awareness	USC Care Group Nurse Director & Planned Care – Care Group Nurse Director	Executive Director of Nursing	20 January 2026	In progress This item will be presented to the Committee in January 2026
10 November 2025	Request received from the Assistant Director of Governance & Risk	Policy for the Development, Review and Approval of CTMUHB Policies, Procedures and Other Written Control Documents	To be presented to the Committee for approval	To be presented to the Committee for approval	Assistant Director of Governance & Risk	Director of Corporate Governance	20 January 2026	In progress This item will be presented to the Committee in January 2026
Completed Items								
18 February 2025	Committee referral made by the Audit, Risk & Assurance Committee at its meeting on 13 February 2025	Executive Medical Director	Details of the medical negligence claims from the losses and special payments report	A detailed discussion required on the reasons for the increases in medical negligence claims with the appropriate execs all being present to answer	Assistant Director of Quality & Safety	Executive Director of Nursing	20 May 2025 – 22 July 2025 – Now 23 September 2025	Completed Report received and discussed at the meeting held on 23 September 2025. ARAC Chair content that the Committee referral has been

				questions and provide assurance to the committee.				addressed and has requested that the report is now taken through Audit, Risk & Assurance Committee to demonstrate the referral has been addressed.
26 June 2025	Email request received from Director of Public Health requesting this item is discussed at future meeting	Executive Director of Public Health	Reducing Health Inequalities	Report to be presented to the September 2025 meeting for discussion	Executive Director of Public Health	Executive Director of Public Health	23 September 2025	Completed Presentation received and discussed at the meeting held on 23 September 2025
17 July 2025	Email request received from the Medical Directors office	Executive Medical Director	Organ Donation Committee Terms of Reference	To be presented to the Committee for approval	Executive Medical Director	Executive Medical Director	23 September 2025	Completed Terms of Reference were received and approved at the meeting held on 23 September 2025