

Quality Assurance Committee 2026/27 **DRAFT** Work Plan

Committee Training and Development		
Date	Subject	Lead
	TBC by self-assessment review	

Work Plan 2026-2027						
Dates Agenda Item	16 April 2026	18 June 2026	20 Aug 2026	15 Oct 2026	17 Dec 2026	18 Feb 2027
1. Standing Items						
1.1 Welcome and Introductions; Apologies for Absence; and Declarations of Interest	X	X	X	X	X	X
1.2 Approval of Minutes of the Previous Meeting	X	X	X	X	X	X
1.3 Matters Arising and review of Action Tracker	X	X	X	X	X	X
1.4 Items from other Board Committees/ Executives	X	X	X	X	X	X
2. Briefings						
Chair of the Quality Assurance Committee	X	X	X	X	X	X
Sub-Committee Escalation	X	X	X	X	X	X
3. Regulatory and Strategy						
CQC Registration Annual Assurance	X					
Oversight of regulatory inspections and action plans	As required					
Patient Safety and Quality Strategy		X			X	
Quality Improvement Programme (including Safety Improvement Plan)			X			
Public Health & Health Inequalities			X			X
Leadership Walkround Programme				X		
Leadership Walkround Programme – Schedule for Approval						X
4. Patient Safety, Clinical Effectiveness and Patient Experience						
Essential Metrics (Blue Box)	X	X	X	X	X	X
Patient Safety Incidents (investigation and learning)	X	X	X	X	X	X
Mortality Review (Learning from Deaths)	X		X	X		X
Maintaining Quality during Winter	X			X		
Healthcare Associated Infection (HCAI)	X		X	X	X	X
HCAI Action Plan					X	
Nursing & Midwifery Quality & Safe Staffing Workforce Report	X	X	X	X	X	X
Patient harm review (patients waiting for treatment)	X			X		
Patients waiting for treatment for cancer	X			X		
Quality Impact Assessments (waste reduction programme)			X			
4(i). Patient Safety, Clinical Effectiveness and Patient Experience Annual Assurance Reports						
Complaints and PALS Annual Report						X
Palliative Care and End of Life Annual Report					X	
Children and Young People's Annual Report		X				

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Resuscitation Annual Report					X	
Falls Annual Report		X				
Dementia Annual Report		X				
Cancer Board Annual Report	X					
Medication Safety Officer Annual Report					X	
CD Accountable Officer's Annual Report					X	
Medical Devices Accountable Officer's Annual Report	X					
Safeguarding Annual Report		X				
Leeds Safeguarding Adults Board Annual Report			X			
Learning Disability and Autism Annual report		X				
Visitor Access Annual Report		X				
Annual Clinical Audit Programme - for approval	X					
HCAI Annual Report		X				
Clinical Audit Annual Report: Including findings from Trust-wide and National Audits						
Annual Report on Incidents, Coroners and Claims				X		
5. Quality Governance						
Quality Account (Draft review)		X				
Quality Goals (as part of Quality Account)	X					
6. Corporate Governance Reports						
Quality Assurance Committee Annual Report	X					
Quality Assurance and Safety Group Annual Report	X					
7. Matters for the Quality Assurance Committee						
Review Committee Terms of Reference						X
Assessment of Committee's Effectiveness (Incl. Impact Assessment) Self-assessment					X	
Review of Committee Objectives						X
Review of quality related risk – Internal Audit actions/ CRR/ BAF	X	X	X	X	X	X
Committee Work Plan and Calendar of Key Events	X	X	X	X	X	X
8. Final Items						
Issues to escalate to the CRR or impact to risk appetite framework	X	X	X	X	X	X
Issues to seek legal advice	X	X	X	X	X	X
Issues to escalate to the Trusts Regulators	X	X	X	X	X	X
Issues to raise with other Board Committees	X	X	X	X	X	X
Any other business	X	X	X	X	X	X
Matters to be drawn to the Board's attention by the Chair of the Committee	X	X	X	X	X	X
Reflections on Meeting Effectiveness	X	X	X	X	X	X
Date of next meeting	X	X	X	X	X	X