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WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting of the Health and Safety Committee
Monday, 2nd December 2019 at 9.30am
Millennium Room, HQ, Baglan

Time	Agenda	Purpose	Lead	Attached/ Verbal
9.30am	1. Preliminary Matters			
	1.1 Apologies for absence	Noting	Chair	Verbal
	1.2 Declarations of Interest	Noting	Chair	Verbal
	1.3 Minutes of the Previous Meetings	Approval	Chair	Attached
	1.4 Matters Arising	Assurance	Chair	Verbal
	i. Five Facet Review of Backlog Maintenance			
	1.5 Action Log	Noting	Chair	Attached
	1.6 Committee Work Programme 2019-20	Noting	Chair	Attached
9.45am	2. Risk, Governance and Assurance			
	2.1 Health and Safety Risk Register	Assurance	Laurie Higgs	Attached
	2.2 Health and Safety Operational Group Key Issues Report	Ratification	Mark Parsons	Attached
	2.3 HSE Inspection Update	Noting	Mark Parsons	Attached
	2.4 Fire & Rescue Enforcement Update	Noting	Mark Parsons	Verbal
	2.5 Lockdown Procedure	Noting	Des Keighan	Attached
	2.6 COSHH Update	Noting	Gareth Howells	Attached
	2.7 Water Safety Plan Update	Noting	Des Keighan	Attached
	2.8 Food Safety Report	Noting	Joanne Jones	Attached
	2.9 Internal and External Inspections Reports	Assurance	Laurie Higgs	Attached
	2.10 Occupational Health Presentation	Noting	Hazel Robinson	Attached
	2.11 Health and Safety Committee Terms of Reference	Approval	Pam Wenger	Attached
	2.12 Radon Gas Report	Assurance	Mark Parsons	Attached
	2.13 Personal Protective Equipment	Assurance	Joanne Walters	Attached
11.15am	3. Reviews of Service and Non-Service Delivery Units			
	3.1 Review of Service Delivery Unit: Morryston Hospital	Noting	Suzanne Holloway	Attached
	3.2 Review of Service Delivery Unit: Head Quarters	Noting	Mark Parsons	Verbal
11.35am	4. Items to Refer to Other Committees			
11.40am	5. Any Other Business			

11.45am	6. Date and Time of Next Meeting				
	The next scheduled meeting is 3 rd March 2020.				