



Meeting Date	04 April 2023	Agenda Item	2.4
Report Title	Step-down of Health and Safety Committee		
Report Author	Liz Stauber, Head of Corporate Governance		
Report Sponsor	Hazel Lloyd, Director of Corporate Governance		
Presented by	Liz Stauber, Head of Corporate Governance		
Freedom of Information	Open		
Purpose of the Report	The purpose of the report is to confirm the agreement of the board to stand-down the health board's Health and Safety Committee.		
Key Issues	<p>The health board established its Health and Safety Committee in 2018 following a number of referrals to and inspections by the Health and Safety Executive (HSE), culminating in 10 enforcement notices to address. Progress was monitored by the committee until September 2019 when members endorsed the final response to the HSE advising that the improvement plan was completed. Around a similar time, the health board was in receipt of a number of limited assurance internal audit reports which were also a focus for the committee.</p> <p>As arrangements around health and safety have now improved, recognising there are still areas to address within a recent limited assurance internal report, the committee now has a 'business as usual' work programme, overseeing general health and safety. Given the stability of the position, it was agreed by the board at its meeting on 30th March that the work now be absorbed into the work programmes of other committees, or marked as closed, and the Health and Safety Committee be stood-down. This is part of an overarching review of board committees and recommendations were also agreed relating to other committees. These arrangements will be kept under review and should any immediate or significant health and safety issues arise, consideration will be given to either a time-limited task and finish group or re-establishing the committee to address these.</p>		
Specific Action Required	Information	Discussion	Assurance
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Approval
			<input type="checkbox"/>

<i>(please choose one only)</i>				
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> - NOTE the agreement of the board to stand-down the Health and Safety Committee and its work programme be absorbed by other board committees as appropriate or where relevant, items be closed. 			

STEP-DOWN OF HEALTH AND SAFETY COMMITTEE

1. INTRODUCTION

The purpose of the report is to confirm the agreement of the board to stand-down the health board's Health and Safety Committee.

2. BACKGROUND

The health board established its Health and Safety Committee in 2018 following a number of referrals to and inspections by the Health and Safety Executive (HSE), culminating in 10 enforcement notices to address. Progress was monitored by the committee until September 2019 when members endorsed the final response to the HSE advising that the improvement plan was completed. Around a similar time, the health board was in receipt of a number of limited assurance internal audit reports which were also a focus for the committee.

As arrangements around health and safety have now improved, recognising there are still areas to address within a recent limited assurance internal report, the committee now has a 'business as usual' work programme, overseeing general health and safety. Given the stability of the position, it was agreed by the board at its meeting on 30th March that the work now be absorbed into the work programmes of other committees, or marked as closed, and the Health and Safety Committee be stood-down. This is part of an overarching review of board committees and recommendations were also agreed relating to other committees. These arrangements will be kept under review and should any immediate or significant health and safety issues arise, consideration will be given to either a time-limited task and finish group or re-establishing the committee to address these

3. GOVERNANCE AND RISK ISSUES

There have been a number of achievements within health and safety over the past few years which should be celebrated, all of which have been overseen and scrutinised by the committee:

- The continued provision of personal protective equipment (PPE);
- Introduction and maintenance of physical distancing;
- Provision of manual handling training, capturing increased numbers of health care support workers (HCSW) and new recruits from overseas (nurses);
- Fire risk assessment compliance;
- Introduction of health and safety key performance indicators;
- Development of an online training system for electrical safety which has been adopted on an all-Wales basis;
- Successful recruitment to health and safety team increasing resources;
- Maintaining a system for case management support for staff affected by violence and aggression.
- Participating and responding to internal audit and agreeing actions to address identified areas of limited assurance;
- Development and implementation of RIDDOR (reporting of injuries, diseases and dangerous occurrences regulations) training for managers, supervisors and trade union colleagues

- Health and safety team supported staff returning to working undertaking specific risk assessments and recommending adjustments to facilitate their return, with the number of assessments varying year-on-year.

The current committee work programme is attached at **appendix one** for information and it is proposed that the standing items be managed as followed:

Agenda Item	Proposed Action
Review of service groups/non-service groups	These are now received at every Health and Safety Operational Group so committee scrutiny is required by exception only. Any issues to be escalated to the relevant board committee (most likely Quality and Safety or Workforce and OD committees).
Covid-19 health and safety issues	Covid-19 response has now been stood-down and arrangements now managed through line management arrangements and service groups, reported to the Health and Safety Operational Group as appropriate.
Health and Safety Committee risk register	The Audit Committee oversees the full health board risk register with health and safety risks reassigned to the Quality and Safety Committee, with the exception of the one relating to digital which comes under Audit Committee.
Smoking legislation	Now in place and verbal update provided to the January Health and Safety Committee after which the matter can be closed.
Estates report (strategy and six-facet survey)	To be managed through a short-term task and finish group reporting directly to the board.
Site responsibility	Final report to be provided to the April Health and Safety Committee after which the matter can be closed.
Singleton cladding	Reports by exception to the Quality and Safety Committee
Audits/inspections	Reported as needed to the Quality and Safety Committee

4. FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report.

5. RECOMMENDATION

Members are asked to:

- **NOTE** the agreement of the board to stand-down the Health and Safety Committee and its work programme be absorbed by other board committees as appropriate or where relevant, items be closed.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input checked="" type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input checked="" type="checkbox"/>
	Safe Care	<input checked="" type="checkbox"/>
	Effective Care	<input checked="" type="checkbox"/>
	Dignified Care	<input checked="" type="checkbox"/>
	Timely Care	<input checked="" type="checkbox"/>
	Individual Care	<input checked="" type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
Health and safety is paramount to quality and safety as well as patient experience but it needs to be seen as part of business as usual rather as a standalone committee.		
Financial Implications		
There are no financial implications resulting from this report.		
Legal Implications (including equality and diversity assessment)		
There are no legal implications resulting from this report.		
Staffing Implications		
There are no staffing implications resulting from this report.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
It is important the health board has a robust governance structure and this kept under review to ensure it meets its needs, with changing made as required.		
Report History	Closedown report for the committee.	
Appendices	Appendix one – Health and Safety Committee work programme	