



**GIG  
CYMRU  
NHS  
WALES**

Bwrdd Iechyd Prifysgol  
Abertawe Bro Morgannwg  
University Health Board



**Meeting of the Health and Safety Committee  
Monday, 3<sup>rd</sup> December 2018 at 9am  
Millennium Room, HQ**

Time	Agenda	Purpose	Lead	Attached/ Verbal
9am	<b>1. Preliminary Matters</b>			
	a) Apologies for absence	Noting	Chair	Verbal
	b) Declarations of Interest	Noting	Chair	Verbal
	c) Minutes of the Meeting on 7 <sup>th</sup> August 2018	Approval	Chair	Attached
	d) Matters Arising	Assurance	Chair	Verbal
	e) Action Log	Noting	Chair	Attached
	f) Committee Work Programme	Noting	Chair	Attached
9.15am	<b>2. Reviews of Service and Non-Service Delivery Units</b>			
	a) Review of Service Delivery Unit: Morriston Hospital	Assurance	Rebecca Carlton	Attached
	b) Review of Service Delivery Unit: Princess of Wales	Assurance	Jamie Marchant	Attached
	c) Review of Non-Service Delivery Unit: Estates	Assurance	Des Keighan	Attached
10.00am	<b>3. Risk, Governance and Assurance</b>			
	a) Health and Safety Plan 2018/19 Status Updates	Assurance	Darren Griffiths	Attached
	b) Health and Safety Risk Register	Assurance	Darren Griffiths	Attached
	c) RADON gas monitoring review	Discussion	Darren Griffiths	Verbal
<b>BREAK 10.25am-10.30am</b>				
10.30am	<b>4. Risk, Governance and Assurance (continued)</b>			
	a) Backlog Maintenance Thematic Review	Assurance	Des Keighan	Attached
	b) Planning for Health and Safety Improvement Plan 2019/20	Approval	Darren Griffiths	Attached
	c) Health and Safety Executive Violence and Aggression	Noting	Darren Griffiths	Verbal
	d) COSHH Position	Discussion	Darren Griffiths	Attached
10.50am	<b>5. Policy and Procedures</b>			
	a) Review of fire safety at Singleton Hospital	Assurance	Darren Griffiths	Verbal

11am	<b>6. Internal and External Audit</b>			
	a) Internal Audit: Health and Safety Review	Assurance	Paula O'Connor	Attached
	b) Fire Audit Report (NWSSP)	Assurance	Darren Griffiths	Attached
	c) Fire Audit Follow-Up	Assurance	Darren Griffiths	Attached
11.20pm	<b>7. For Noting</b>			
	a) Health and Safety Operational Group Minutes	Noting	Darren Griffiths	Attached
	a) Health and Safety Annual Report	Noting	Darren Griffiths	Attached
11.25am	<b>8. Any Other Business</b>			
	<b>9. Date and Time of Next Meeting</b>			
	The next scheduled meeting is 4 <sup>th</sup> March 2019 at 9.30am			