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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	01 December 2020	Agenda Item	2.1
Report Title	Health and Safety Strategic Action Plan		
Report Author	Mark Parsons, Assistant Director of Health & Safety		
Report Sponsor	Christine Williams, Interim Director of Nursing and Patient Experience		
Presented by	Mark Parsons, Assistant Director of Health & Safety		
Freedom of Information	Open		
Purpose of the Report	To provide the Health and Safety Committee with an update on the health and safety strategic action plan.		
Key Issues	<p>The report covers:</p> <ul style="list-style-type: none"> • Recommendations outlined by the HSE following feedback from the notices received during 2019/20 • Review of health and safety team resources • Identification of training • Development of audits • Development of H&S KPI's 		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recommendations	<p>The Health & Safety Committee is asked to:</p> <ul style="list-style-type: none"> • Approve the updated health and safety strategic action plan 		

1. INTRODUCTION

The purpose of this report is to update the Health and Safety Committee on the health and safety strategic plan and the impact of COVID-19 on key milestones identified in the strategic plan. The strategic plan will then form the basis for the development of the annual health and safety operation plan for 2021/22 due to the impact of COVID-19.

2. BACKGROUND

The Health Board received a number of improvement notices in 2019/20 that were successfully complied with on 7th February 2020. The HSE inspector provided feedback to the Health Board on 8th November 2019 and outlined three key areas; Leadership – Ownership – Competence.

Leadership:

- CEO and Executive site/department visits to be standard practice and not as a result of enforcement action, as visibility is key to changing safety culture and this need to be pushed down through the units/departments and not just top level.
- Use the values of the organisation to promote health and safety “Caring for each other” “Working together” “Always improving” and align these to your health and safety strategy.
- Remember that your staff are essential to providing services, so it is not just about patient safety.

Ownership:

- Good policies in place, unfortunately not all staff understand the practical elements and how as managers they should manage health and safety.
- Responsibility and accountability are words that sound threatening, perhaps change to ownership, as this is what is required, people taking ownership of their areas and activities.
- What are you actually measuring, are these meaningful, what do they mean to staff, what benefit and/or learning is achieved, is such information triangulated to ensure that learning is captured and shared.

Competence:

- There is a need to equip managers with the appropriate health and safety skills, identify the need for the various groups, there will be some subtle differences dependent on role. I.e. are they in charge of a building, so may require more training.
- Utilise resources available to the Health Board, such as H&S trained trade union representatives. There are other resources that could provide valuable intelligence, porters and domestics are on the ground floor and a resource to use.

COVID-19 has had a major impact on all services provided by the health board, with a pause in some areas to focus on the daily challenges generated by the pandemic. Health and safety providing support in a number of areas including Personal Protective Equipment (PPE), social distancing and other areas, with this impacting on the overall plan and has potentially moved each area back by at least three months.

Although a number of areas have commenced, they have not progressed enough to be able to achieve the original dates in the plan, with resources having a huge impact on the delivery of the strategic plan mile stones to develop and deliver the operational plan for the health board.

For many of the health board staff COVID-19 provided the opportunity to work differently, with more flexible working and the wider use of technology that providing additional challenges and key areas now need to be captured in the strategic plan. The pause has allowed this and will be captured in the health and safety handbook/guidance.

The organisation has a great opportunity to do something different, to promote new ways of working and the use of technology to create a positive health and safety culture and to ensure this is sustainable. The health and safety strategic plan aims to capture the key areas identified and turn these in to practice.

FINANCIAL IMPLICATIONS

There are no financial implication of the paper, however, to implement the actions identify will incur additional costs.

3. RECOMMENDATION

The Health and Safety committee is asked to **NOTE** the report and **APPROVE** changes to the action plan.

Governance and Assurance		
Link to Enabling Objectives (please choose)	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 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		
<p>Following the original Enforcement Notice letter being received the Health and Safety Team worked with SBUHB colleagues to address the areas identified, to ensure there were effective systems, cooperation and ownership of health and safety at all levels as these are key to maintaining safe working environments.</p> <p>Following the recommendations and action plan will improve the knowledge of health & safety of staff, patients, contractor and others visiting the site.</p>		
Financial Implications		
There are no financial implication of the paper, however, to implement the actions identify will incur additional costs. .		
Legal Implications (including equality and diversity assessment)		
<p>Swansea Bay University Health Board (SBUHB) is committed to providing and maintaining a safe and healthy work place and to provide suitable resources, information, training and supervision on health and safety to all members of staff, patients Contractors and visitors to comply with the legislative and regulatory framework on health and safety which includes:</p> <ul style="list-style-type: none"> • The Health & Safety at Work Act 1974 • The Regulatory Reform (Fire Safety) Order 2005 • Management of Health and Safety at Work Regulations 1999 • Manual Handling Operations Regulations 1992 • The Electricity at Work Regulations 1989 		
Staffing Implications		
Staff will be briefed on the developments through health and safety meetings/forums or other groups as determined necessary ensure that health and safety is discussed, monitored and acted upon.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
<p>The Act requires the Health Board to think more about the long term, how we work better with people and communities and each other, look to prevent problems and take a more joined up approach with partners. There will be long term risks that will affect both the delivery of services, therefore, it is important that you use these five ways of working (Long Term Thinking, Prevention, Integration, Collaboration and Involvement) and the wellbeing goals identified in the Act in order to frame what risks the Health Board may be subject to in the short, medium and long term. This will enable The Health Board to take the necessary steps to ensure risks are well managed now and in the future.</p>		

Report History	Health & Safety Committee – June 2020
Appendices	Appendix 1