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WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

Meeting Of Health and Safety Committee

Thursday, 1st July 2021 at 9.30am to 11.20am

Via Microsoft Teams

AGENDA

Item No:	Topic	Lead/Attachment	Timings	Purpose
PART 1. PRELIMINARY MATTERS				
1.1	Welcome and Apologies	Chair (verbal)	9.30	Noting
1.2	Declarations of Interest	Chair (verbal)		Noting
1.3	To receive and approve the minutes of the previous meeting	Chair (attached)		Approval
1.4	To receive and consider any matters arising not otherwise on the agenda i. To receive a verbal update on water and ice machines across sites	Chair (verbal) Assistant Director of Operations – Estates (verbal)		Dicussion
1.5	To receive the action log	Chair (verbal)		Assurance
1.6	To receive the work programme	Chair (attached)		Assurance
PART 2. RISK, GOVERNANCE AND ASSURANCE				
2.1	To receive the Health and Safety Risk Register	Head of Patient Experience	9.45	Assurance
2.2	To receive a report on project details surround cladding at Singleton Hospital	Assistant Director of Health and Safety	9.55	Assurance
2.3	To receive a report on COVID-19 Health and Safety Issues to include visiting, access routes, nosocomial transmission, PPE and social distancing	Assistant Director of Health and Safety	10.05	Assurance
2.4	To receive a report on recent inspections and audits to include:	Interim Director of Nursing and Patient Experience	10.15	Assurance

	<ul style="list-style-type: none">– Fire safety internal audit and action plan– Notice of contravention			
PART 3. REVIEW OF SERVICE AND NON-DELIVERY UNITS				
3.1	To receive a report on Estates Services	Assistant Director of Operations - Estates	10.25	Assurance
3.2	To receive a report on Corporate and Headquarter Services	Director of Corporate Governance	10.35	Assurance
PART 4. ITEMS FOR INFORMATION				
4.1	To receive the Key Issues: Health and Safety Operational Group report to include the notice of charge action plan	Assistant Director of Health and Safety	11.00	Noting
4.2	To receive the Health and Safety Newsletter	Assistant Director of Health and Safety (verbal)	11.10	Discussion
PART 5. ANY OTHER BUSINESS				
5.1	Items to refer to other committees	Chair (Verbal)	11.20	Discussion
5.2	Any Other Business	Chair (Verbal)		Discussion
COMFORT BREAK BEFORE IN-COMMITTEE MEETING (11.20 - 11.30)				
	Next meeting: 7 th October 2021			