



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting of the Health and Safety Committee
Tuesday, 3rd March 2020 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
	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	Hazel Lloyd	Attached
	2.2 Personal Injury File Reviews	Assurance	Hazel Lloyd	Attached
	2.3 Health and Safety Training Module Update	Assurance	Laurie Higgs	Attached
	2.4 HSE Notifications Report to include how they have been managed and how the level of risk has been reduced	Assurance	Mark Parsons	Attached
	2.5 Health and Safety Operational Group Key Issues Report to include Fire Safety Arrangements, update of the managing contractors' policy audit, asbestos update and health and safety plan updates	Assurance	Mark Parsons	Attached
	2.6 Internal and External Inspections Reports	Assurance	Laurie Higgs	Attached
	2.7 Five Facet Review of Backlog Maintenance Report	Assurance	Des Keighan	Attached
11.05am	3. Reviews of Service and Non-Service Delivery Units			
	3.1 Review of Service Delivery Unit: Neath Port Talbot Hospital	Assurance	Brian Owens	Attached
	3.2 Review of Service Delivery Unit: Head Quarters	Assurance	Pamela Wenger	Attached
11.30am	4. Items for Information			
	4.1 Health and Safety Newsletter	Noting	Mark Parsons	Attached
11.35am	5. Items to Refer to Other Committees			

11.40am	6. Any Other Business				
11.45am	7. Date and Time of Next Meeting				
	The next scheduled meeting is 2 nd June 2020.				