



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board

## Meeting Of Health and Safety Committee

Tuesday, 4<sup>th</sup> October 2022 at 8.30am to 10.30am

Via Microsoft Teams

### AGENDA

Item No:	Topic	Lead/Attachment	Timings	Purpose
<b>PART 1. PRELIMINARY MATTERS</b>				
1.1	Welcome and Apologies	Chair (verbal)	8.30am	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	Chair (verbal)		Dicussion
1.5	To receive the action log	Chair (attached)		Assurance
1.6	To note the work programme	Chair (attached)		Noting
<b>PART 2. REVIEW OF SERVICE GROUPS</b>				
2.1	To receive the Primary and Community Services highlight report	Service Director, Primary Care	8.35am	Assurance
2.2	To receive the Mental Health and Learning Disabilities Highlight Report	Service Director, MHL D	8:50am	Assurance
<b>PART 3 RISK, GOVERNANCE AND ASSURANCE</b>				
3.1	To receive the Health and Safety Risk Register	Acting Director of Corporate Governance	9.05am	Assurance
3.2	To receive an update on the Health and Safety Plan	Director of Finance and Performance	9:20am	Assurance
3.3	To receive a report detailing COVID-19 Health and Safety Issues	Assistant Director of Strategy - Capital (verbal)	9:30am	Assurance



3.4	To receive a report on recent inspections and audits to include the management response to the health and safety internal audit	Director of Finance and Performance	9:40am	Assurance
3.5	To receive an updated action plan for site responsibility	Assistant Director of Strategy - Capital (verbal)	9:50am	Assurance
3.6	To receive a combined progress report from Estates to include: <ul style="list-style-type: none"> <li>- Six facet review of backlog maintenance;</li> <li>- water risk assessments action plan</li> </ul>	Assistant Director of Operations - Estates	9.55am	Assurance
3.7	To receive a report on Singleton Cladding to include achievements made to complete improvements, capital infrastructure update and recognise operational work from a health and safety perspective for good work	Assistant Director of Strategy - Capital	10:05am	Assurance
<b>PART 4. ITEMS FROM OTHER GROUPS</b>				
4.1	To receive the Health and Safety Operational Group key issues report to include: <ul style="list-style-type: none"> <li>- Display screen equipment (DSE) and home working assessments</li> <li>- high voltage policy for ratification</li> <li>- new and expectant mother's procedure for ratification</li> </ul>	Director of Finance and Performance	10.15am	Ratification
<b>PART 5 ANY OTHER BUSINESS</b>				
5.1	Items to refer to other committees	Chair (Verbal)	10.25am	Discussion
5.2	Any Other Business	Chair (Verbal)		Discussion
<b>Next meeting: 17<sup>th</sup> January 2023</b>				
<b>COMFORT BREAK – 5 MINUTES</b>				

