



Health and Safety Committee Action Log

Open Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
1.	6819	03.06.2019	Membership and sample agenda for the operational group be shared with Maggie Berry	Laurie Higgs	June 2019	
2.	65/19	03.06.2019	The health and safety toolkit for units be updated as per the discussion	Jacqui Maunder	June 2019	
3.	61/19	03.06.2019	Update on statutory and mandatory training compliance with health and safety modules be provided.	HR	September 2019	On the agenda
4.	60/19	03.06.2019	Report be provided outlining fire drills plans board-wide and health and safety arrangements for HQ.	MP	September 2019	On the agenda
5.	36/19	25.04.2019	Update be received at the next meeting regarding five facet review of backlog maintenance and progress to fund the review	DK	December 2019	Verbal update to be provided
6.	08/19	04.03.2019	The issue of site responsibility when several units were present there be	GH/PW/CW	December 2019	Report to be provided to the December 2019 meeting

			discussed outside of the meeting.			
7.	47/18	03.12.2018	Consideration be given to prioritising areas in which patients were long-staying with regard to the radon gas monitoring review.	GH	December 2019	Report to be provided to the December 2019 meeting
Closed Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
8.	61/19	03.06.2019	Issues raised in relation to ESR be referred to the Workforce and OD Committee	MB	June 2019	Completed
9.						
10.						
11.						