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Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



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

## 1. INTRODUCTION

The purpose of this report is to update the Health and Safety Committee on the health and safety strategic plan. The strategic plan will then form the basis for the development of the annual health and safety operation plan.

## 2. BACKGROUND

The Health Board received a number of improvement notices in 2019/20 that were successfully complied with on 7<sup>th</sup> February 2020. The HSE inspector provided feedback to the Health Board on 8<sup>th</sup> 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.

The organisation has a great opportunity to do something different, to promote 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** action plan.

<b>Governance and Assurance</b>		
<b>Link to Enabling Objectives</b> <i>(please choose)</i>	<b>Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities</b>	
	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"/>
	<b>Deliver better care through excellent health and care services achieving the outcomes that matter most to people</b>	
	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"/>
<b>Health and Care Standards</b>		
<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"/>
<b>Quality, Safety and Patient Experience</b>		
<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 &amp; safety of staff, patients, contractor and others visiting the site.</p>		
<b>Financial Implications</b>		
There are no financial implication of the paper, however, to implement the actions identify will incur additional costs. .		
<b>Legal Implications (including equality and diversity assessment)</b>		
<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"> <li>• The Health &amp; Safety at Work Act 1974</li> <li>• The Regulatory Reform (Fire Safety) Order 2005</li> <li>• Management of Health and Safety at Work Regulations 1999</li> <li>• Manual Handling Operations Regulations 1992</li> <li>• The Electricity at Work Regulations 1989</li> </ul>		
<b>Staffing Implications</b>		
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.		

<b>Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)</b>	
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<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>	
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<b>Report History</b>	Health & Safety Committee – June 2020
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<b>Appendices</b>	Appendix 1
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