



GIG  
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WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



		Agenda Item	4.6 (ii)
<b>Freedom of Information Status</b>		Open	
<b>Reporting Committee</b>	Health and Safety Committee		
<b>Author</b>	Leah Joseph, Corporate Governance Officer		
<b>Chaired by</b>	Maggie Berry, Independent Member		
<b>Lead Executive Director (s)</b>	Gareth Howells, Director of Nursing and Patient Experience		
<b>Date of last meeting</b>	02 December 2019		
<b>Summary of key matters considered by the committee and any related decisions made.</b>			
<ul style="list-style-type: none"> <li>• <b>Five Facet Review of Backlog Maintenance</b> – the committee was informed that the cost for the remainder of estates work would be £225k. An update report will be considered by the Committee in March 2020 and will include the need for a five facet review, the breakdown of costs and identify the areas requiring urgent improvements.</li> <li>• <b>Health and Safety Action Plan, Policy, Low Voltage Systems Management and Operational policy and Medical Gas Pipeline Systems Policy</b> were endorsed.</li> <li>• <b>Control of Substances Hazardous to Health (COSHH)</b> - progress has been made and a COSHH database and procedure is now in place. The first Health Surveillance Group meeting has taken place which was well attended. The COSHH database will be taken forward at the next meeting.</li> </ul>			
<b>Key risks and issues/matters of concern of which the board needs to be made aware:</b>			
There is a national issue with incinerating clinical waste, however since September 2019 this issue has improved in England, but Wales remain on notice.			
<b>Delegated action by the committee:</b>			
<ul style="list-style-type: none"> <li>• <b>Health and Safety Plan 2019-20</b> – was approved subject to a review of timescales.</li> <li>• <b>Health and Safety Action Plan, Policy, Low Voltage Systems Management and Operational policy and Medical Gas Pipeline Systems Policy</b> were endorsed.</li> </ul>			
<b>Main sources of information received:</b>			
<ul style="list-style-type: none"> <li>• <b>Health and Safety Risk Register</b> – This report is to be brought to March's Committee with a detailed explanation of how the HSE notifications have been managed and how the level of risk has been minimised.</li> <li>• <b>Occupational Health Presentation</b> - A presentation outlining the occupational health and wellbeing support that is available to staff relating to stress and violence and aggression was received. The presentation covered wellbeing champions and a 'Clearer Space Group' which has been set up for early intervention for trauma and is a resource offering support to address the unwanted effects of traumatic or upsetting events which are between 1-3 months old.</li> <li>• <b>Morrison Hospital Review</b> – A report reviewing Morrison Hospital was received and noted. The report highlighted the unit's health and safety group name change to 'Morrison Environment and Support Services Group'. The report detailed an increase of sharps incidents, higher physical assaults than verbal assaults and the Morrison Fire Plan is being revisited.</li> </ul>			

- **Head Quarters** – A verbal update was provided however a written report will come to March’s committee.

**Highlights from sub-groups reporting into this committee:**

- **Operational Group Key Issues** - a report outlining matters from the operational group was received. Attendance at the recent Health and Safety Operational Group was high and reports were received on time.

**Matters referred to other committees**

- Fire safety arrangements and managing contractors audit to go through the Health and Safety Operational Group.
- Retirement resource future proofing to be taken through Workforce and Organisational Development.
- Occupational Health Presentation to be taken through Board Development (if appropriate)
- The Health and Safety Committee Terms of Reference to be considered by the Health Board for ratification.
- Discretionary capital funding for health and safety general issues to be referred to the Executive team

**Date of next meeting**

3<sup>rd</sup> March 2020.