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Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



		Agenda Item	4.4 (i)
Freedom of Information Status		Open	
Reporting Committee	Health and Safety Committee		
Author	Leah Joseph, Corporate Governance Officer		
Chaired by	Maggie Berry, Independent Member		
Lead Executive Director (s)	Gareth Howells, Director of Nursing and Patient Experience		
Date of last meeting	03 March 2020		
Summary of key matters considered by the committee and any related decisions made.			
<ul style="list-style-type: none"><li><b>Six Facet Review of Backlog Maintenance</b> – the committee was advised that the Senior Leadership Team has approved funding and a draft specification for work is expected to commence in July 2020.</li></ul>			
Key risks and issues/matters of concern of which the board needs to be made aware:			
<p><b>Clinical Waste</b> - There is a national issue with incinerating clinical waste and Wales remain on notice. Two extra containers have been installed at Morriston Hospital, and Welsh Government are aware of the situation.</p> <p><b>Apologies without Deputies</b> – Committee non-attendees did not send deputies in their place. Committee members and leads are to ensure a deputy attends if they are unable to attend in person.</p>			
Delegated action by the committee:			
<ul style="list-style-type: none"><li><b>Health and Safety Strategic Action Plan 2020-21</b> and <b>Waste Management Report</b> – both papers to be brought to June’s Health and Safety Committee.</li><li><b>Environmental Policy, Energy Policy and Incident Reporting and Investigation Procedure</b> were endorsed.</li></ul>			
Main sources of information received:			
<ul style="list-style-type: none"><li><b>Health and Safety Risk Register</b> – The report informed the committee of three health board risk entries. These risks are health and safety infrastructure, fire safety compliance and environment of premises. The committee will also monitor the risk of paper records storage (an Audit Committee risk) for fire safety. Operational risks need to be discussed and agreed prior to including them on the health board risk register as new entries. The highest risk facing the health board is health and safety infrastructure, and this is currently rated 20.</li><li><b>Personal Injury File Report</b> – A report highlighted a presentation prepared by Legal and Risk Services in Shared Services Wales which covered the past 6 months. Within the report, the health board compared favourably against the All Wales standards. Lessons have been learnt across the NHS and have been shared with staff via an NHS newsletter.</li><li><b>Health and Safety Training Modules</b> - A report stated that training courses should relate to the risks staff are facing, and some training courses are specific to individual job roles. There are issues about how records are stored as there needs to be a corporate overview.</li><li><b>Health and Safety Executive (HSE) Notifications Report</b> – Within the report, it confirmed that the HSE improvement notices have been closed and a business case is going forward to continue to improve health and safety.</li></ul>			

- **Internal and External Inspections Report** – the regular agenda item was received and discussed.
- **Review of Neath Port Talbot Delivery Unit** – The report provided an update in respect of the remodelled area for care developed on Ward C which included extra therapies and a mental health nurse. This development has created a space where patients can eat around a table with the ratio being 1 nurse to 4 patients. Medical beds have increased and this demonstrated a 26% increase in medical patients on site. Violence and aggression incidents have also increased, with more staff trained in handling violence and aggression.
- **Review of Head Quarters** – The report confirmed that a health and safety group for the site is now in place. A planned fire evacuation took place recently, and it took 2 minutes and 40 seconds to evacuate the building.

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

- **Health and Safety Operational Group Key Issues** - a report outlining matters from the operational group was received. Violence and Aggression incidents have increased and the acuity of the patients is more complex than previously. The Management of Contractors policy and procedures are in place following a review with estates and Capital, and asbestos and legionella will be reviewed at the improvement notice group.

#### Matters referred to other committees

Referral to Workforce and OD Committee to manage the assurances need in regards to paper training records.

#### Date of next meeting

2<sup>nd</sup> June 2020