

**TABLE OF ACTIONS FROM  
HEALTH & SAFETY COMMITTEE (HSC) MEETING  
HELD ON 15<sup>TH</sup> NOVEMBER 2021**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (21)75	<b>Table of Actions from the Meeting held on 13<sup>th</sup> September 2021</b>			
	<ul style="list-style-type: none"> <li>To ensure that the requirement to undertake risk assessments for pregnant staff is reinforced at the Operational Delivery Group meeting and for further communications to be issued to staff to reinforce this.</li> </ul>	<b>SM</b>	23/12/21	<b>Complete</b>
	<ul style="list-style-type: none"> <li>To pursue the maternity issues at the next H&amp;S Trade Union meeting.</li> <li>To follow up on the ultra violet lighting issue raised at the HSC in September and November 2021.</li> </ul>	<b>ATG</b> <b>TH</b>	23/12/21 23/12/21	Verbal update to be presented at the HSC meeting on 10/01/22. Update received 30/12/21 - Tim Harrison seeking Infection Control advice regarding ultra violet light cleaning protocol.
HSC (21)76	<b>Health and Safety Update</b> <ul style="list-style-type: none"> <li>To ensure that any domestic violence issues are discussed with the victim's line manager and the local workforce manager, if required.</li> </ul>	<b>TH</b>	On-going	<b>Complete</b>
HSC (21)77	<b>Fire Safety Update Report</b> <ul style="list-style-type: none"> <li>To pursue the matter of a common approach across all counties concerning written correspondence from the Mid &amp; West Wales Fire &amp; Rescue Service, with the newly appointed Head of Fire Safety Management.</li> </ul>	<b>SC</b>	23/12/21	<b>Complete</b> - The newly appointed Fire Safety Manager will engage with MWWFRS to agree a standard approach to correspondence. In addition, HDdUHB has requested an opportunity to present the whole Health Board Fire Investment Strategy to MWWFRS. This will be helpful in discussing at a senior level how HDdUHB is approaching Fire Safety Enforcement and Letters of Fire Safety Matters in order that a consistent approach can be taken on each. This approach has been well received and a suitable date will be advised shortly,

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				which will be early in the new year. This will be at a senior level within MWWFRS.
<b>HSC (21)83</b>	<b>Planning Objectives Update</b> <ul style="list-style-type: none"> <li>To follow up for a response from the Head of Health Emergency Planning in regard to the deferral of Planning Objective 4H.</li> <li>To obtain clarity in terms of the review process in place for Planning Objective 4I.</li> </ul>	<b>TH</b>	23/12/21	<b>Complete</b> – The Head of Emergency Planning will present an update to the HSC on Major Incident Planning & Policy in 2022.
		<b>MR</b>	23/12/21	
<b>HSC (21)86</b>	<b>Matters for Escalation to Board</b> <ul style="list-style-type: none"> <li>To prioritise the HSC Update Report to Board for inclusion within the November 2021 Public Board papers.</li> </ul>	<b>CW</b>	17/11/21	<b>Complete</b>

ATG – Ann Taylor-Griffiths

CW- Claire Williams

MR – Mandy Rayani

SC – Simon Chiffi

SM – Steve Morgan

TH – Tim Harrison