HEALTH & SAFETY COMMITTEE
PWYLLGOR IECHYD A DIOGELWCH

DYDDIAD Y CYFARFOD: **DATE OF MEETING:**	10 January 2022
TEITL YR ADRODDIAD: **TITLE OF REPORT:**	Health and Safety Performance Standards and Targets
CYFARWYDDWR ARWEINIOL: **LEAD DIRECTOR:**	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: **REPORTING OFFICER:**	Tim Harrison, Head of Health, Safety and Security

Pwrpas yr Adroddiad (dewiswch fel yn addas)
Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

ADRODDIAD SCAA
SBAR REPORT

Sefyllfa / Situation

The aim of this report is to set out the Health, Safety and Security Department's objective of using information available to assure the Health and Safety Committee that throughout the organisation, arrangements to control health and safety risks:
1. Are in place;
2. Comply with the law as a minimum; and
3. Operate effectively.

Cefndir / Background

Measurement is a key step in any management process and forms the basis of continual improvement. If measurement is not carried out correctly, the effectiveness of the health and safety management system is undermined and there is no reliable information to inform managers how well the health and safety risks are controlled.

What is recognised is that there is no single reliable measure of health and safety performance. What is required is a 'basket' of measures or a 'balanced scorecard', providing information on a range of health and safety activities. With this in mind, the following have been identified.

Asesiad / Assessment

The Health, Safety & Security (HS&S) Team have agreed the following Key Performance Indicators (KPIs) to enable the organisation to better measure and monitor health and safety performance. Those to be tracked going forward are:
- Number of workplace health and safety audits completed by the HS&S Team. From this, the number of Estates and Management actions identified by these audits and then the percentage completed upon re-inspection can be tracked;
- Number of manual handling audits completed by the Manual Handling Team;
- Number of Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) submissions to the Health & Safety Executive (HSE):
  - Percentage of notifications submitted within the statutory timeframes;
  - Location of incident (to monitor proportionality of reports);

        o   Cause of incident (to monitor themes of incidents);
- Percentage of workforce trained in various Health and Safety related training courses as delivered in HDdUHB.

Mandatory Training
- Level 1 Health, Safety and welfare e-learning;
- Level 1 Moving and Handling e-learning;
- Module A&B - Prevention & Management of Violence & Aggression (PAMOVA) e-learning.

Other H&S Training
- The Manager's Health and Safety Induction course (number as opposed to a %);
- Display Screen Equipment e-Learning (mandatory training for all Administrative and Clerical roles).

Moving & Handling Specialist Training
- Foundation training for patient and non-patient handlers;
- Classroom updates for patient and non-patient handlers;
- Workplace assessor training and update training courses;
- Area specific courses such as doctors.

Prevention and Management of Violence and Aggression Specialist Training
- Prevention and Management of Behaviours that Challenge (Restrictive Physical Intervention-Module D), as undertaken by Adult Mental Health wards and porters;
- Prevention and Reduction in Behaviours that Challenge in Older Adults (Safeholding-Module D), as undertaken by Older Adult Inpatient Mental Health and identified wards on Acute and Community Hospital sites;
- Child and adolescent training as undertaken by the Child and Adolescent Mental Health Services (CAMHS);
- Positive Behaviour Support (PBM), as undertaken by the Learning Disabilities Services.

Argymhelliad / Recommendation

For the Health & Safety Committee to gain assurance from this report that work is progressing in relation to how health and safety is measured, and to support the suggested performance indicators as highlighted above.

Amcanion: (rhaid cwblhau) Objectives: (must be completed)	
Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	2.1 Provide assurance around the UHB arrangements for ensuring the health, safety, welfare and security of all employees and of those who may be affected by work-related activities, such as patients, members of the public, volunteers contractors etc.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	718 Health and Safety Management

Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	1. Staying Healthy 2. Safe Care 2.1 Managing Risk and Promoting Health and Safety
Nodau Gwella Ansawdd: Quality Improvement Goal(s):	No Avoidable Deaths Protect Patients From Avoidable Harm From Care Focus on What Matters to Patients, Service Users, Their Families and Carers, and Our Staff
Amcanion Strategol y BIP: UHB Strategic Objectives	2. Living and working well.
Amcanion Llesiant BIP: UHB Well-being Objectives:	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Not applicable
Rhestr Termau: Glossary of Terms:	Contained within the body of the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	Partnership Forum meetings

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable
Ansawdd / Gofal Claf: Quality / Patient Care:	Potential for quality of patient care to be compromised if large numbers of staff are affected by COVID-19 themselves.
Gweithlu: Workforce:	There is an impact on staff health and wellbeing as well as safety for non-compliance with COVID-19 management arrangements.
Risg: Risk:	Directorate Risk Registers have highlighted a number of the topics covered within this report.
Cyfreithiol: Legal:	A breach of health and safety regulations can result in the issue of prohibition or improvement notices or criminal proceedings.
Enw Da: Reputational:	Prosecutions and claims due to breaches in legislation or personal injury claims can lead to negative publicity
Gyfrinachedd: Privacy:	Not applicable
Cydraddoldeb: Equality:	• Has EqIA screening been undertaken? No