

Health & Safety Committee

Mon 11 September 2023, 09:30 - 11:00

Ystwyth Boardroom and MS Teams

Agenda

09:30 - 09:50
20 min

1. GOVERNANCE

1.1. Welcome and Apologies

Chair

1.2. Declarations of Interest

All


1.3. Minutes of Previous Meeting held on 10th July 2023

Chair

 1.3 Unapproved HSC Minutes 10 July 2023 v3.pdf (11 pages)

1.4. Matters Arising and Table of Actions from Meeting held on 10th July 2023

Chair

 1.4 HSC Table of Actions 10 07 23 Updated Sept.pdf (5 pages)

1.5. Corporate Risks Assigned to HSC

Rachel Williams


 1.5 HSC Corporate Risk Report - August 2023 CW Review inc 1382.pdf (9 pages)

 1.5 Appendix 2 - HSC Corporate Risk Register August 2023 inc 1382.xlsx.pdf (17 pages)

1.6. Operational Risks Assigned to HSC

Rachel Williams

 1.6 HSC Operational Risk Report - August 2023 CW Review 15082023 (exc 1382).pdf (9 pages)


 1.6 Appendix 1-Health and Safety Committee Operational Risk Register-August 2023FINAL.pdf (3 pages)

09:50 - 10:35
45 min

2. HEALTH AND SAFETY UPDATES

2.1. Health and Safety Update

Tim Harrison

 2.1 HSS Update September 2023 V1.0.pdf (5 pages)

2.2. Security Management Update

Tim Harrison

 2.2 Security Update SBAR Sept 2023 V1.pdf (3 pages)

 2.2 Appendix 1 - Security Action Plan V1.pdf (3 pages)

2.3. Mental Health 136 Suite Accommodation Update

Tim Harrison/Rebecca Temple-Purcell

 2.3 Mental Health Suite 136 Review.pdf (4 pages)

2.4. Fire Safety Update Report

Rob Elliott

 2.4 HSC SBAR Fire Safety Management 11 Sep 23 FINAL.pdf (8 pages)

 2.4 Appendix 1 - MWWFRS Audit and Inspection Tracker - August 2023.pdf (16 pages)

 2.4 Appendix 2 - Comparison of Fire Incidents and UwFS to 21st August 2023.pdf (3 pages)

2.5. Reinforced Autoclaved Aerated Concrete (RAAC) Update

Rob Elliott

 2.5 HSC SBAR RAAC Planks at WGH 11 Sep 2023 Final.pdf (8 pages)

 2.5 Appendix 1 - DAF BCE WGH RAAC RED RAG RATED REMEDIAL WORK DATED 16 08 2023.pdf (8 pages)

10:35 - 10:40

5 min

3. Health and Safety Regulations

Tim Harrison

3.1. Health and Safety Regulations – Estates Low Voltage (LV) Electricity Compliance - Audit Tracker

Simon Day

 3.1 FINAL-SBAR-HB-LV-Compliance-11-09-2023v2.pdf (6 pages)

10:40 - 10:50

10 min

4. POLICIES AND PROCEDURES FOR APPROVAL

Terri Shaw/Adman Springthorpe

258 Waste management policy

273 Manual handling policy


649 Workplace slips trip and falls policy


770 Medical laser safety policy

1132 Control of vibration policy


 4.1a - 258 Waste Management Policy SBAR - HSC Sept 23.pdf (3 pages)

 4.1a Appendix 1 - 258-WasteManagementPolicy.v3.pdf (41 pages)


 4.1a Appendix 2 - 258-EqIA.pdf (6 pages)

 4.1b - 273 - SBAR - Manual Handling Policy V4.pdf (4 pages)

 4.1b - Appendix 1 - 273 - Manual Handling Policy V4 for Approval.pdf (30 pages)


 4.1b - Appendix 2 - 273 - SUMMARY EqIA - Manual Handling Policy V4.pdf (4 pages)

 4.1c - 649 - SBAR - Workplace Slips, Trips & Falls Policy V3.pdf (4 pages)

 4.1c - Appendix 1 - 649 - Workplace Slips, Trips & Falls V3 For Approval.pdf (11 pages)

 4.1c - Appendix 2 - 649 - SUMMARY EqIA - Workplace Slips, Trips & Falls Policy V3.pdf (5 pages)

 4.1d - 770 - SBAR - MLS Policy V3.pdf (5 pages)

 4.1d Appendix 1 - 770 - Medical Laser Safety Policy V3 for Approval.pdf (24 pages)

 4.1d Appendix 2 - 770 - SUMMARY EqIA - MLS Policy V3.pdf (5 pages)

 4.1e - 1132 - SBAR - Control of Vibration at Work Policy.pdf (4 pages)

 4.1e Appendix 1 - 1132 - Control of Vibration at Work Policy For Approval.pdf (19 pages)

 4.1e Appendix 2 - 1132 - EqIA Screening - Control of Vibration at Work Policy Final.pdf (7 pages)

10:50 - 10:55

5 min

5. ANY OTHER BUSINESS

All

10:55 - 11:00 6. MATTERS FOR ESCALATION TO BOARD

5 min

Chair

11:00 - 11:00 7. FOR INFORMATION

0 min

HSC Workplan 2023-24

 7. HSAC Work Programme 2023-24 v1.pdf (3 pages)

11:00 - 11:00 8. DATE AND TIME OF NEXT MEETING

0 min

13th November 2023 9.30 a.m. - 11.00 a.m.