

**TABLE OF ACTIONS FROM
HEALTH & SAFETY COMMITTEE (HSC) MEETING
HELD ON 10TH JANUARY 2022**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (22)04	<p>Table of Actions from the Meeting held on 15th November 2021</p> <ul style="list-style-type: none"> To raise the maternity issues, previously raised at the HSC, at the Health & Safety Trade Union meeting in order to understand the strategic ask and if required, to bring the matter back to the HSC. 	ATG	28/02/22	Complete
HSC (22)06	<p>Health and Safety Update</p> <ul style="list-style-type: none"> To ensure that the Clinical Engineering Team, Medical Devices Group, Mr Tim Harrison and Ms Jennifer Lewis maintain a watching brief on matters relating to the compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER). To present an update to the HSC in terms of bariatric equipment, following discussion at the February 2022 Medical Devices Group meeting. To obtain an update from the Clinical Engineering Team in terms of the tracker system used for monitoring the location of lifting equipment. To discuss with the Chair of the Medical Devices Group, the implementation of an up-to-date tracker system. To liaise with the Head of Clinical Engineering to request a report be presented to the February 2022 HSC with regard to LOLER, and to obtain an interim report and forward to Mrs Hardisty. To request that the Head of Clinical Engineering and Assistant Director of Therapies & Health Science attend the February 2022 HSC meeting to provide assurance that action is being undertaken in terms of LOLER. 	TH	On-going	Ms Jennifer Lewis, Manual Handling Manager, attends progress meetings with Clinical Engineering and Drive DeVilbiss regarding maintenance improvements.
		TH	28/02/22	Update to be presented at the May 2022 HSC meeting - forward planned on HSC workplan.
		TH	28/02/22	Complete - Detail included within the LOLER report being presented to HSC on 14/03/22.
		MR	28/02/22	Complete
		JW	14/02/22	Complete (Agreed that an interim report would not be required).
		MR	14/02/22	Complete

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (22)07	Health and Safety Regulations • To include a COSHH Update Report in the HSC 2022/23 workplan.	CW	14/02/22	Complete
HSC (22)08	Health and Safety Performance Standards & Targets • To pursue the matter of a H&S Dashboard with the Head of Strategic Performance Improvement and the Head of Quality & Governance.	MR	28/02/22	Complete
HSC (22)09	Fire Safety Update Report • To discuss with Welsh Government, the consistency of approach in Wales.	RE	28/02/22	Complete - This has been brought to the attention of the Senior Fire Safety Advisor NWSSP who directly advised Welsh Government on these matters. This will be raised at the next concordat between Welsh Government and the three Fire and Rescue Services in Wales.
HSC (22)10	Operational Security Model Update • To present an Operational Security Model Update report to the HSC at a future meeting.	MR/ AC		Forward planned on HSC workplan for July 2022
HSC (22)11	Deep Dive: Corporate, Directorate and Service Risks Review • To establish the reasoning for the “extreme” risk score relating to “Estates and Facilities – bulk oxygen capacity”.	MR	28/02/22	Complete - The risk is being reviewed by the Estates Team to ensure that the risk register is updated to reflect the extensive work undertaken to ensure the bulk oxygen storage is resolved.
HSC (22)13	Policies for Approval • To inform the Policy Co-ordinator of the amendment required to Policy 382 – Estates Ventilation Policy.	CW	14/02/22	Complete

AC – Andrew Carruthers

ATG – Ann Taylor-Griffiths

CW - Claire Williams

JW – Joanne Wilson

MR – Mandy Rayani

RE – Rob Elliott

TH – Tim Harrison