

HEALTH & SAFETY COMMITTEE PWYLLGOR IECHYD A DIOGELWCH

DYDDIAD Y CYFARFOD: DATE OF MEETING:	14 March 2022
TEITL YR ADRODDIAD: TITLE OF REPORT:	Approval to the Extension of Policy 144 – Operational Maintenance Policy
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Andrew Carruthers, Director of Operations
SWYDDOG ADRODD: REPORTING OFFICER:	Paul Evans, Head of Estates, Risk and Compliance

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

Ar Gyfer Penderfyniad/For Decision

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The Health & Safety Committee (HSC) is requested to approve a 6 month extension to the review date of the following policy:

- Policy 144 – Operational Maintenance Policy.

Cefndir / Background

It is imperative that Hywel Dda University Health Board (HDdUHB) has up to date and accurate written control documentation in order to comply with relevant legislation/regulations and minimise any associated risk.

Asesiad / Assessment

Justification for the extension to the review date of Policy 144 - Operational Maintenance Policy is detailed below. The extension date has been determined by the lead officer and assurance has been provided by the lead author that the document remains fit for purpose during the extension period.

HDdUHB has appointed a new Head of Engineering, due to commence in post in the next few months, who will lead on this Policy and therefore the review has been postponed in line with their proposed commencement date.

Argymhelliad / Recommendation

The Health & Safety Committee is requested to approve the extension to the review date of Policy 144 Operational Maintenance Policy for a period of 6 months:

**Amcanion: (rhaid cwblhau)
Objectives: (must be completed)**

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	3.16 Approve organisational Health and Safety Policies, Procedures, Guidelines and Codes of Practice (policies within the scope of the Committee).
--	--

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	This discipline covers a variety of operational risks that have been scored and identified on the Datix system
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	2.1 Managing Risk and Promoting Health and Safety
Nodau Gwella Ansawdd: Quality Improvement Goal(s):	Protect Patients From Avoidable Harm From care
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Re	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	The content of this policy is developed utilising expert advice, with reference to legislation and guidance documentation.
Rhestr Termau: Glossary of Terms:	Contained within the body of the report.
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	Not applicable.

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable.
Ansawdd / Gofal Claf: Quality / Patient Care:	Not applicable.
Gweithlu: Workforce:	There are direct legal responsibilities for staff (workforce) associated with this Policy.
Risg: Risk:	HDdUHB must have up to date and accurate policies and procedures to avoid risk.
Cyfreithiol: Legal:	HDdUHB must have up to date and accurate policies and procedures to avoid risk.

Enw Da: Reputational:	Not applicable.
Gyfrinachedd: Privacy:	Not Applicable.
Cydraddoldeb: Equality:	Equality Impact Assessments will be updated during the review process.