

**TABLE OF ACTIONS FROM HEALTH & SAFETY COMMITTEE (HSC) MEETING
HELD ON 9th January 2023**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC(23)05	<p>OUTCOME REPORT/ACTION PLAN OF HSC SELF-ASSESSMENT PROCESS</p> <ul style="list-style-type: none"> To liaise with Ms Ann Murphy and Mr Anthony Dean regarding local arrangements prior to amending the Terms of Reference to include the Trade Union Update. 	JW	March 2023	A meeting has been scheduled for 13 March 2023 and an update will follow at the Health and Safety Committee scheduled for 9 May 2023.
HSC(23)07	<p>HEALTH AND SAFETY UPDATE</p> <ul style="list-style-type: none"> To provide more data relating to the overall amount of personal injury claims paSid. 	TH	March 2023	<p>Completed</p> <p>Mr Tim Harrison has contacted the Legal & Risk Team for a cost breakdown and an update will be provided to the Independent Member who requested the information ahead of the meeting on 6 March 2023.</p>
HSC(23)08	<p>CORPORATE RISKS ASSIGNED TO HSC</p> <ul style="list-style-type: none"> To contact Ms Alison Shakeshaft, Executive Director of Therapies and Health Science for an update on Risk 1433 -Inability to maintain routine and emergency services in the event of a severe pandemic event via the Datix Risk Register. 	MR/ SH	March 2023	<p>Completed</p> <p>The national security and risk assessment was reviewed and re-published in November 2022. The previous pandemic influenza risk has been changed into 2 new risks, 1: generic pandemic event, and 2: emerging infectious diseases. Current likelihood scored at a 3 to reflect the risk of the Health Board being unable to respond to the scale and severity of the pandemic - not the likelihood of the pandemic actually occurring. Currently</p>

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				awaiting publication of the Cabinet Office review to inform planning moving forward, together with lessons learned from COVID-19.
HSC(23)10	MANAGEMENT REGULATIONS - DEEP DIVE INTO VIOLENCE & AGGRESSION <ul style="list-style-type: none"> To follow up with the People, Organisational Development & Culture Committee (PODCC), sickness levels caused by violence and aggression 	MR	March 2023	Completed Mr Harrison has contacted Mr Robert Blake, Head of Culture and Workforce Experience for information and an update will be included as part of the Health and Safety Update Report.
HSC(23)10	MANAGEMENT REGULATIONS - DEEP DIVE INTO VIOLENCE & AGGRESSION <ul style="list-style-type: none"> To examine the data in greater detail to ascertain the number of multiple incidents generated by single individuals. 	TH	March 2023	Completed Mr Harrison has included an update as as part of Health and Safety Update Report.
HSC(23)10	MANAGEMENT REGULATIONS - DEEP DIVE INTO VIOLENCE & AGGRESSION <ul style="list-style-type: none"> To interrogate data with a view to establishing whether work undertaken on dementia matters, cognitive impairment, and frailty Same Day Emergency Care (SDEC) patients may be impacting numbers. 	MR/TH	March 2023	Completed Mr Harrison has included an update as as part of Health and Safety Update Report.
HSC(23)10	MANAGEMENT REGULATIONS - DEEP DIVE INTO VIOLENCE & AGGRESSION <ul style="list-style-type: none"> To share the definitions held in Datix with the Committee. 	MR	March 2023	Completed Mr Harrison has included an update as as part of Health and Safety Update Report.
HSC(23)10	MANAGEMENT REGULATIONS - DEEP DIVE INTO VIOLENCE & AGGRESSION <ul style="list-style-type: none"> To interrogate the data relating to sexual assaults/ offences, who made them and on whom, for the March 2023 meeting 	TH	March 2023	Completed Mr Harrison has included an update as as part of Health and Safety Update Report.

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HSC(23)11	FIRE SAFETY UPDATE REPORT <ul style="list-style-type: none"> To clarify Level 3 Fire Safety Training numbers, distinguishing between new starters and refreshers data in the next report. 	RE	March 2023	Currently as an approximation circa 10% represent refresher training. On challenging this with the ESR team some errors have been identified in the overall report. As soon as this is resolved Mr Robert Elliot will update the report accordingly.
HSC(23)11	FIRE SAFETY UPDATE REPORT <ul style="list-style-type: none"> To resolve the issues on the Audit Tracker raised by Mr Paul Newman. 	CB/RE	March 2023	Completed
HSC(23)11	FIRE SAFETY UPDATE REPORT <ul style="list-style-type: none"> To provide further detail relating to Corporate Risk 813: Failure to fully comply with the requirements of the Regulatory Reform Order (Fire Safety) 2005 (RRO) in the next report to HSC. 	RE	March 2023	Completed To be included in next Fire Safety Update report.
HSC(23)11	FIRE SAFETY UPDATE REPORT <ul style="list-style-type: none"> To schedule a demonstration of the Business Operational Reporting Information System (BORIS) in liaison with Mr Carruthers 	RE	September 2023	Completed Forward planned for September 2023 and added to 2023-24 Workplan
HSC(23)11	FIRE SAFETY UPDATE REPORT <ul style="list-style-type: none"> To follow-up Ms Ann Murphy's concerns regarding contractors at Bronglais Hospital parking at the rear of the hospital and possibly blocking access to the Fire Service 	RE	March 2023	Completed Mr Robert Elliott contacted the Assistant Site Operations Hard Facilities Manager and the issue was resolved locally.

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HSC(23)13	<p>SMOKE FREE POLICY: DEFERRED UNTIL MARCH 2023 HSC</p> <ul style="list-style-type: none"> To follow up on Smoke Free Policy which is now out of date, with Dr Jo McCarthy. 	JW	March 2023	<p>Completed Ms Bethan Lewis, Interim Assistant Director of Public Health is Exec Lead, with Ms Joanna Dainton leading. The Smoke Free Policy will be presented to HSC in March 2023.</p>

Completed Actions

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HSC(22) 62	WORKPLACE (HEALTH AND SAFETY REGULATIONS) <ul style="list-style-type: none"> To pursue the use of Wellbeing Funds to support staff in utilising the available space in accommodation. 	JH/DR	September 2022 January 2023	Complete Mrs Judith Hardisty and Mrs Delyth Raynsford have discussed the position informally and this is part of the overall approach needed to encourage more staff/departments to apply for charitable funds. It will need to be monitored via the expenditure reports.
HSC(22) 75	HEALTH AND SAFETY UPDATE: <ul style="list-style-type: none"> To provide feedback on the meeting being arranged with Dyfed Powys Police (DPP) to challenge the response received by a member of staff who was assaulted by a mental health patient. 	TH	November 2022 January 2023	Complete No change to DPP policy at present however this remains under discussion. A meeting with Health Board and DPP representatives occurred to discuss how more offences could be brought to justice. Since the previous meeting, there have been at least three arrests and interviews, with one remanded in custody.
HSC(22) 75	HEALTH AND SAFETY UPDATE: <ul style="list-style-type: none"> To liaise with the Health and Safety Manager to ascertain whether a new risk needs to be articulated for future Health and Safety reporting. 	CB/ TH	November 2022 January 2023	Complete Two new risks have been added to the Datix risk module in relation to manual handling training and violence and aggression training at service level, and are included within the themed risk register reported within the Operational Risk Report presented on agenda (item 2.3).

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HSC(22)80	<p>OPERATIONAL RISKS ASSIGNED TO QSEC:</p> <ul style="list-style-type: none"> To clarify with the Committee whether the description and use of 'plus-size patients' is a national descriptor and update the Risk if appropriate. 	MR	November 2022 January 2023	<p>Complete Different terminology is used across organisations. The national back exchange manual handling document utilises the phrase plus size.</p> <p>The Health Board's Manual Handling Co-Ordinator has sought clarity from the All Wales Manual Handling Team and will provide feedback prior to the Health and Safety Committee. Terminology HDdUHB is using is Plus sized Patients - latest documents on website relating to 'Bariatric' have been changed to reflect this.</p>
HSC(22)89	<p>MINUTES AND MATTERS ARISING FROM THE MEETING HELD ON 12TH SEPTEMBER 2022</p> <ul style="list-style-type: none"> To amend the referencing in the Minutes and Table of Actions and recirculate in order to remove the duplication. 	HM	November 2002	<p>Complete Minutes and Table of Actions amended and shared for approval.</p>
HSC(22)89	<p>MINUTES AND MATTERS ARISING FROM THE MEETING HELD ON 12TH SEPTEMBER 2022</p> <ul style="list-style-type: none"> Mrs Hardisty requested that the regular meetings with Dyfed Powys Police (DPP) representatives are included in the regular Violence and Aggression Update. 	TH	January 2023	<p>Complete Feedback from the regular meetings with DPP will now be included within violence and aggression update report (agenda item 2.4).</p>
HSC(22)92	<p>HEALTH AND SAFETY UPDATE</p> <ul style="list-style-type: none"> To present a detailed review (including data) of the rising number of violent/aggressive assaults on healthcare staff at the 9th January 2023 HSC meeting. 	TH	January 2023	<p>Complete On agenda (item 2.1).</p>

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HSC(22)93	HEALTH AND SAFETY REGULATIONS: CONTROL OF ASBESTOS UPDATE <ul style="list-style-type: none"> To draft a brief report to be appended to the Table of Actions, referencing the different types of asbestos, how they are managed, what applies to each and outlining how training is prioritised. 	SC/AS / TH	January 2023	Complete See Appendix 1 - <i>Control of Asbestos Regulations 2012 – The Different Grades of Asbestos Containing Materials (ACM's)</i> attached.
HSC(22)95	FIRE SAFETY UPDATE <ul style="list-style-type: none"> To produce a report for a future Committee, outlining risk should fire safety funding become scarce. 	RE/AC /LD	March 2023	Forward planned for March 2023 Committee.
HSC(22)99	MATTERS FOR ESCALATION TO BOARD <ul style="list-style-type: none"> To inform the Board of the increasing number of aggressive/violent assaults on members of healthcare staff. 	JH/ MR	November 2022	Complete Included in the Health and Safety Committee Update to Board on 29 th January 2023.

MR: Mandy Rayani

GR: Gareth Rees

TH: Tim Harrison

CSO: Committee Services Officer

CB: Claire Bird

JH: Judith Hardisty

JW: Jo Wilson

AS: Adam Springthorpe

DR: Delyth Raynsford