HEALTH & SAFETY ASSURANCE COMMITTEE PWYLLGOR IECHYD A DIOGELWCH	

DYDDIAD Y CYFARFOD: **DATE OF MEETING:**	06 March 2023
TEITL YR ADRODDIAD: **TITLE OF REPORT:**	Security Review Paper
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 This report is presented to the Health and Safety Committee (HSC) to provide a summary of the Security Management Review and will provide an overview of the Planning Objective 3L progress and closure report for 2022/23.
Cefndir / Background The Security review was undertaken to establish a baseline level of compliance against specific security management arrangements. Including physical systems, process and personnel. The Planning Objective 3L stated that by 31st March 2023 a review of the existing security arrangements within the Health Board would be undertaken with particular reference to strengthening the following areas: •   Physical Security •   Automated locks •   CCTV •   Access Control Systems •   Intruder Alarms •   Communication Systems •   Human Factors •   Patient and Staff Personal Property •   Local Management and staff ownership The Security Review paper has been discussed with the Executive Team with the aim of raising awareness of the security risks to the organisation and where possible to seek support in improving security management across the Board.
Asesiad / Assessment The review has identified positives in terms of individual staff who contribute on a daily basis in ensuring other staff, patients and the organisation is as secure and safe as they reasonably can.

This is demonstrated by Portering staff, Facilities Supervisory, Information Technology staff, Violence and Aggression Case Manager and the Security Adviser.

Positives have also been recognised with many departments and hospital sites having access control systems in place to secure and restrict access where appropriate.

The recent Closed Circuit Television (CCTV) project to improve the quality and access to the Accident and Emergency and Minor Injury Units has been welcomed. Work will start on the extensive upgrade during March 2023.

Another positive is the appointment of a dedicated Health Board Security Adviser and due to slight changes to this role the individual should be able to focus their commitment to the security agenda and the work that will be required over the next three years. In line with a Health Board Security Management Framework.

There is still a considerable amount of work to be progressed to enable improvement and upgrades within existing provision. The report highlights a number of areas where compliance with legislation and general ownership and management of process requires better coordination and clarity in roles.

In particular, whilst access control systems are in place, the management of each needs to be improved. The report highlights the need to integrate, wherever possible, the existing systems and to identify individuals or departments to manage these processes.

The process for the issue and retrieval of Staff Identity cards is also highlighted with the future need to integrate access control permissions onto the cards. Again, a more joined up and co-ordinated approach is required with this basic but essential security management measure.

The report covers use of our Portering staff security duties and recommends approaches to improve their safety and potential longer-term security response arrangements.

There is still work to be undertaken regarding intruder alarms and in particular safe response to any alarm activations particularly from community settings. This is work the Security Adviser will be reviewing during March 2023.

Argymhelliad / Recommendation

For the Health & Safety Committee to gain assurance that work has progressed, and improvements have been made in relation to the health and safety themes as detailed within the report.

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:	718 Health and Safety Management

Datix Risk Register Reference and Score:	
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 Cynllunio Planning Objectives	3L Review of existing security arrangements
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