



Agenda

Date 14 January 2025
Time 9:30 AM - 11:30 AM
Location Microsoft Teams Meeting/ Ystwyth Boardroom
Title Health and Safety Committee Meeting

1 - GOVERNANCE

9:30 AM,

1.1 - Welcome and Apologies

Ann Murphy (Hywel Dda UHB - RCN Trade Union Rep - Independent Board Member)

1.2 - Declarations of Interest

All

1.3 - Minutes of Previous Meeting Held on 12 November 2024 *For approval*

Ann Murphy (Hywel Dda UHB - RCN Trade Union Rep - Independent Board Member)

1.4 - Matters Arising and Table of Actions from Meeting held on 12 November 2024 *For discussion*

Ann Murphy (Hywel Dda UHB - RCN Trade Union Rep - Independent Board Member)

1.5 - Health and Safety Sub-Committee Update *For approval*

James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science)

1.6 - Corporate Risks Assigned to HSC

For assurance

Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science)

2 - HEALTH AND SAFETY UPDATES

10:00 AM,

2.1 - Staff/Patient Story

For discussion

Feedback on the staff and patient experience of RAAC

TBC

2.2 - Reinforced Autoclave Aerated Concrete (RAAC) Update

For information

Simon Chiffi (Hywel Dda UHB - Head of Operations), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer)

2.3 - Health and Safety Update Report

For assurance

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager), Tim Harrison (Hywel Dda UHB - Head of Health, Safety and Security)

2.4 - Fire Management Update

For assurance

Simon Chiffi (Hywel Dda UHB - Head of Operations)

2.5 - Fire Safety Training

For assurance

Simon Chiffi (Hywel Dda UHB - Head of Operations)

2.6 - H&S Internal Audit Report

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager), Tim Harrison (Hywel Dda UHB - Head of Health, Safety and Security)

Deferred. To be presented following the Audit and Risk Advisory Committee (ARAC) meeting in February.

2.7 - RIDDOR - All Wales Benchmark Update

For information

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager)

3 - HEALTH & SAFETY REGULATIONS

11:00 AM,

3.1 - Health and Safety Regulations Overview

For assurance

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager), Tim Harrison (Hywel Dda UHB - Head of Health, Safety and Security), Simon Chiffi (Hywel Dda UHB - Head of Operations)

A list of regulations and the training needed across the workforce.

4 - POLICIES FOR APPROVAL

11:10 AM,

4.1 - Policy 703 - Control of Substances Hazardous to Health (COSHH)

For approval

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager)

Request for approval.

4.2 - Policy Extension Request

For approval

Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager)

- Policy 323 - Closed Circuit Television (CCTV)
- Policy 170 - Lone Worker
- Procedure 767 – New and Expectant Mothers / Birthing Parents Procedure

Request for all three policies to be deferred to allow time for review by the Trade Union/Staff Partnership Forum.

5 - FOR INFORMATION

11:20 AM,

5.1 - HSC Workplan

For information

Ann Murphy (Hywel Dda UHB - RCN Trade Union Rep - Independent Board Member)

6 - ANY OTHER BUSINESS

11:20 AM, All

7 - MATTERS FOR ESCALATION TO BOARD

11:20 AM, Ann Murphy (Hywel Dda UHB - RCN Trade Union Rep - Independent Board Member)

8 - DATE AND TIME OF NEXT MEETING

11:25 AM,
Tuesday 4 March 2025, 9.30am-11.30am

8.1 - Date and Time of Future Meetings

Tuesday 6 May 2025, 9.30am-11.30am