

**HEALTH & SAFETY COMMITTEE (HSC)/ PWYLLGOR IECHYD A DIOGELWCH
6 MAY 2025
TABLE OF ACTIONS/TABL GWEITHREDOEDD**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (24)83	Bariatric Compliance (Manual Handling Operations Regulations 1992) Update Report: <ul style="list-style-type: none"> To bring an updated report back to the January 2025 HSC meeting, to include evidential data on regulations compliance in order to provide assurance to Committee 	JB	January 2025	Complete Discussed in March 2025 meeting.
HSC(24)130	Terms of Reference <ul style="list-style-type: none"> To go to Board for approval 	CSO	May 2025	Complete Approved in April Board meeting
HSC(24)131	Health and Safety Sub Committee Update <ul style="list-style-type: none"> To report back to the Committee after a discussion with JS on the timeline for the Violence and Aggression Management Plan and the issue with the Portering Role 	JA	May 2025	In progress Paper is being developed
HSC(24)95	Health and Safety Update Report <ul style="list-style-type: none"> To submit a report on Electrical Infrastructure risks to Committee. 	SC	March 2025	Complete Submitted for May meeting
HSC(24)111	Corporate Risks Assigned to HSC <ul style="list-style-type: none"> To add risk number 1745 to the workplan for discussion. 	CSO	March 2025	In Progress: Scheduled for May meeting. Deferred to July meeting.
HSC(24)136	Update on Traffic Flow Outside PPH <ul style="list-style-type: none"> To discuss whether any further mitigations can be put in place to maintain traffic flow. Communication with staff on site regarding the issues and provide them with a progress update. Correspondence with Highways Dept to escalate concerns. Verbal update to be provided at next meeting. 	JS/GC	May 2025	In Progress Discussion has taken place around the further actions needed.

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC(24)132	Staff Story <ul style="list-style-type: none"> Take concerns highlighted in Staff Story back to the Capital Projects Team. Arrange a meeting with staff to listen to their concerns. 	SD	May 2025	Verbal Update
HSC(24)137	Health and Safety Regulations (confined spaces) <ul style="list-style-type: none"> Report to next HSSC meeting to include number and location of confined spaces, risks associated with them, compliance statistics and any action plan to achieve 100%, number of staff that have undertaken confined spaces training, details of any rescue protocols in case. 	PE	May 2025	Complete Paper brought to HSSC. An update on the status of Risk Assessments expected after the review taking place in July.
HSC(24)138	Bariatric Report <ul style="list-style-type: none"> Further update report to be brought to either HSC or HSSC 	JB	Nov 2025	In progress: Added to the workplan for November 2025

Key: SC- Simon Chiffi JB-Jeni Bryant JS- James Severs AC-Andrew Carruthers CSO- Committee Services Officer SD - Simon Day
PE – Paul Evans GS – Gareth Cottrell JA – Jonathan Arthur JB – Jeni Bryant TH – Tim Harrison AS – Adam Springthorpe