

**PWYLLGOR IECHYD A DIOGELWCH  
HEALTH & SAFETY COMMITTEE**

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	06 May 2025
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Health and Safety Committee (H&S) Annual Work Plan 2025/26
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Executive Director of Allied Health Professions and Health Science
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Tim Harrison, Head of Health, Safety & 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 an update on the Health, Safety and Security annual workplan for 2025/26.

Cefndir / Background

The full detailed workplan has been presented to the Health and Safety Sub-Committee on 1 April 2025. This report provides general themes taken from the plan that will be progressed throughout 2025/26 by the Health, Safety and Security Team with the assistance of other key stakeholders where necessary.

Asesiad / Assessment

**Policy/Procedure Updates and Reviews**

The following policies will be reviewed and amendments made where appropriate:

- Fit Testing for Respiratory Protective Equipment Procedure
- First Aid at Work Procedure
- Display Screen Assessment Procedure
- Reducing Restrictive Practice Policy
- Assessment and Management of Environmental Ligature Risks Procedure

**Management of Noise at Work**

Advice has been provided to Estates leads in all acute sites to advise them of how to manage risk based on initial measurements. Initial reasonable recommendations that were advised to reduce exposure have been actioned. Additional work to be undertaken regarding noise risk assessments including compressor and vacuum pump rooms.

**Control of Substances Hazardous to Health (COSHH)**

Continue to maintain the database using findings from site visits and audits; generate stats for Care Group use.

**Manual Handling**

Continue to deliver Manual handling training to all staff on induction and update training provision at appropriate intervals.

Provide timely advice on complex patient handling in the acute and community setting.

### **Managers Health & Safety Induction**

Continue to deliver the Managers Health & Safety Induction course. Work has progressed to identify staff professional groups as requiring this training. Paper is being presented to the Mandatory Training Group highlighting the number of staff profiles requiring mandatory training status. This will allow compliance training figures to be produced for Care Groups to monitor.

### **Incident reporting, investigation and RIDDOR**

Ensure as many timely RIDDORs as possible; proactive promotion of RIDDORs by issuing guidance and ensuring all managers interacted with know how to recognise future RIDDORs with less help from H&S. This compliance will also be monitored via the Health and Safety Dashboard and visible to individual Care Groups.

### **Points of Ligature**

Amendment to the Assessment and Management of Environmental Ligature Risks Procedure following learning from serious incident at St Caradogs Ward in April 2025.

A programme of annual audits is scheduled which is led by MHLD business managers; H&S and Estates & Capital also support where non-MHLD sites are identified.

### **Work at Height**

H&S to continue inspections/tagging of all non-Estates/Facilities work at height equipment. To be logged on the new database via SharePoint. Estates to continue inspections/tagging of all Estates work at height equipment.

### **Security Management**

Site plans to be reviewed and improved based upon changes to access control doors. Communication methods.

Preparation for the requirements under the Protection of Premises Regulations 2025  
Access control management and improvement for managing the risks of absconding/wandering patients.

### **Violence and Aggression Management**

Training needs assessment to be completed with the aim of presenting training solutions/recommendations to Health and Safety Sub-Committee. Reducing Restrictive Practice team to continue to deliver training to staff.

### **Argymhelliad / Recommendation**

The Health & Safety Committee is asked to:

#### **TAKE ASSURANCE**

- That the Health and Safety and Security Team have a work plan in place and that progress will be monitored by the Health and Safety Sub-Committee during 2025/26.

**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: Datix Risk Register Reference and Score:	N/A
Parthau Ansawdd: Domains of Quality <a href="#">Quality and Engagement Act (sharepoint.com)</a>	1. Safe
Galluogwyr Ansawdd: Enablers of Quality: <a href="#">Quality and Engagement Act (sharepoint.com)</a>	6. All Apply
Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	1 Workforce Stabilisation 9 Digital plan
Amcanion Llesiant BIP: UHB Well-being Objectives: <a href="#">Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022</a>	2. Develop a skilled and flexible workforce to meet the changing needs of the modern NHS

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	Contained within the body of the report and associated Health Board policies.
Rhestr Termiau: Glossary of Terms:	Contained within the body of the report.
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	Health and Safety Sub-Committee

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Ariannol / Gwerth am Arian: Financial / Service:</b>	No direct costs.

<b>Ansawdd / Gofal Claf: Quality / Patient Care:</b>	There is a positive impact on staff and patient safety, health and wellbeing through compliance with health and safety regulations.
<b>Gweithlu: Workforce:</b>	Potential for adverse future staffing impacts if health and safety legislation is not complied with as they relate to employee safety.
<b>Risg: Risk:</b>	Risk to health and safety management.
<b>Cyfreithiol: Legal:</b>	A breach of health and safety regulations, such as the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, could result in the issue of prohibition or improvement notices or criminal proceedings.
<b>Enw Da: Reputational:</b>	Prosecutions and claims due to breaches in legislation or personal injury claims can lead to negative publicity.
<b>Gyfrinachedd: Privacy:</b>	Not Applicable.
<b>Cydraddoldeb: Equality:</b>	No evidence gathered to indicate a negative impact on any protected group/s.