

**TABLE OF ACTIONS FROM HEALTH & SAFETY COMMITTEE (HSC) MEETING  
 HELD ON 7 MAY 2024**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (24)39	<b>Health and Safety Update Report:</b> <ul style="list-style-type: none"> <li>To contact Health and Safety Executive to confirm date for the final report relating to RAAC and asbestos following the recent inspection and share with the Committee.</li> </ul>	TH	July 2024	<b>Complete:</b> The final report from the HSE has been received.
HSC (24)39	<b>Health and Safety Update Report:</b> <ul style="list-style-type: none"> <li>To share a report with the Committee in response to concerns raised by the Trade Union Health and Safety Group relating to rats issues being faced across the four acute sites and also concerns raised relating to the staff injuries caused by Dif-X cleaning agent.</li> </ul>	TH	July 2024	<b>Complete:</b> Report submitted to the July HSC meeting.
HSC (24)39	<b>Health and Safety Update Report:</b> <ul style="list-style-type: none"> <li>To meet to discuss reviewing the current reporting arrangements and governance structure for the Health and Safety Committee.</li> </ul>	JW/JS	July 2024	<b>Complete:</b> An initial meeting has been held where it is recognised further work is required to review the underpinning governance arrangements of the Health and Safety Committee. This will be undertaken over the next six months following the handover of the Executive Lead for the Committee.
HSC (24)40	<b>Fire Safety Management Update:</b> <ul style="list-style-type: none"> <li>To prepare a detailed report on the fire risk assessments which have been transferred to the new Boris system in July 2024. This will include an overview of the process, the risks (number and level), actions, timescales and responsible managers.</li> </ul>	RE	July 2024	<b>Complete:</b> Report submitted to the July HSC meeting.

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
HSC (24)41	<b>Estates Management Safety Review Report:</b> <ul style="list-style-type: none"> <li>To prepare a high-level report for the Committee in July 2024 relating to matters such as traffic management, car parking and signage across the four sites and provide a targeted action plan to address risks.</li> </ul>	RE	July 2024	<b>Complete:</b> Report submitted to the July HSC meeting.
HSC (24)42	<b>Reinforced Autoclave Aerated Concrete Update:</b> <ul style="list-style-type: none"> <li>To share an update with the Committee when response is received from HSE relating to the HB's approach in response to RAAC challenge.</li> </ul>	RE	July 2024	<b>Complete:</b> Estates have increased the contract with Rentokil and are monitoring the situation.
HSC (24)44	<b>CONTEST 6-Month Update Report</b> <ul style="list-style-type: none"> <li>To confirm the date for implementation and an update report on the Health Board's preparedness for Martyn's Law at the July meeting.</li> </ul>	TH	July 2024	<b>Complete:</b> There is no set date yet for the implementation of Martyn's law. The Government have said that they will introduce the Bill to Parliament as soon as parliamentary time allows. (Likely to be delayed further by the general election).
HSC (24)45	<b>WHTM (Welsh Health Technical Memorandums) 6-Monthly Update Report</b> <ul style="list-style-type: none"> <li>To update the WHTM tracker and timelines (Appendix 2)</li> <li>To provide clarity in terms of consequences and health and safety risks if WHTM's are not complied with in the next update report.</li> </ul>	SC	November 2024	

Key:

JW- Joanne Wilson JS- James Severs TH- Tim Harrison RE- Rob Elliott SC- Simon Chiffi