

COMMITTEE UPDATE REPORT/ ADRODDIAD DIWEDDARU'R HEALTH & SAFETY SUB COMMITTEE

Date of last meeting/ Dyddiad y cyfarfod diwethaf: 5 August 2025

Quoracy/ Cworwm: Met

Report by/ Adroddiad gan: Dr Jonathan Arthur, Vice Chair

KEY DISCUSSION POINTS AND MATTERS FROM THE DISCUSSION AT THE MEETING/ PWYNTIAU TRAFOD ALLWEDDOL A MATERION I'W HUWCHGYFEIRIO O'R DRAFODAETH YN Y CYFARFOD:

Alert¹ (may require discussion)/ **Rhybuddio** (efallai y bydd angen trafodaeth)
The Health & Safety Sub-Committee had no matters to **alert** members of the The Health & Safety Committee

Advise² (to monitor)/ **Cynghori** (i fonitro)

The Health & Safety Sub-Committee wish to **advise** members of the Health & Safety Committee that:

Restrictive Practice Training for Porterage Workforce

- The HSSC has requested a formal improvement plan to be submitted to the Estates Integrated Governance Group (IGG) Quality, Health and Safety (QHS) concerning portering staff compliance with restrictive practice training. The target compliance rate is set at 85%. The improvement plan will outline current compliance levels; detail planned interventions and provide a timeline with defined milestones to reach the target compliance rate.

Security Management Group (SMG)

- Jonathan Arthur, Deputy Director of Health Science has taken on the role of Chair for the SMG, with Elin Brock Interim Assistant Director of Facilities serving as Vice Chair. The SMG Terms of Reference (ToR) has been updated to account for these changes, including the establishment of two new task and finish groups, which will focus on violence and aggression and security systems.
- Detailed action plans have been developed for risk 1860 (violence and aggression) and 1861 (security management), these will be prioritised by the SMG. These action plans will align to the updated risks on the DATIX system.
- An overarching action plan has been developed to clarify the Health Board's position regarding national guidance and legislation, such as the Security Management Framework Document for NHS Trusts in Wales (2005) and aspects related to Martyn's Law. This plan will guide the Group (SMG) in effectively advancing necessary actions.
- In line with the HSC request, a formal review of the Health Board's compliance with Martyn's Law, will be undertaken, which will be coordinated with the Corporate Legal Team. The applicability of the 2005 NHS Security

¹ There is a lack of confidence that any action in place is sufficient to address the issue satisfactorily and/or within the scope of the operational team or executive to resolve. Engagement, action or intervention required.

² There are areas of concern where assurance has been taken on actions in place but requires close monitoring. An early warning of an emerging and potentially serious concern.

Management Framework, considering Martyn's Law, requires clarification through a legal review to determine precedence.

Electrical Safety Group and Medical Gas Pipeline Systems Safety Group

- AAAs reports for both groups were received, though there was confusion about assurance and regulatory objectives for H&SSC functions. The reports focused on operational and business continuity. Additional guidance on governance processes will be provided to relevant leads as required.

Fire Safety Group (FSG)

- Jo Bradburn, Deputy Director of Allied Health Professions, has taken on the role of Chair of the FSG and a new agenda format and new fire safety compliance metrics have been developed.
- A formal improvement plan is in development to address actions recorded in the BORIS system. This plan will outline a clear trajectory for improvement, with the aim of systematic closure of actions and ensuring sustained compliance.
- Fire safety training uptake has improved across the Health Board, although some areas remain below the 85% compliance target. The Health Board remains approximately 7% below the 85% compliance target for Level 2 fire safety training. Fire safety training compliance has been consistently raised at Integrated Quality Finance and Performance Delivery (IQFPD) Group meetings over the past two months.
- The fire safety audit was submitted ahead of the FSG meeting. A detailed action plan comprising 33 actions has been developed, aligned to a specified timeline and designed to address key compliance gaps.

Compliance and Site Operations Group

- Following an independent audit substantial revisions have been made to the Control of Contractors Policy, including updated policy content, enhanced questionnaires, and improved documentation. The revised policy is expected to be finalised and made available for global consultation by August 2025, prior to presentation to HSSC for approval.

Radiation Protection Group

- Although the Ionising Radiation Safety Policy has been approved by the RPG its publication has been delayed due to operational pressures within Radiology. Support is to be provided to the Radiology Team to ensure the policy is finalised within the next month.
- Concerns have been raised regarding dosimeter performance, following recent audits indicating unusual readings within theatre environments. These audits are conducted by Radiation Protection Supervisors from Swansea Bay University Health Board (SBUHB) who are currently investigating potential issues with dosimeters used on C-arm equipment.

Trade Union Health and Safety Group

- Concerns have been raised regarding the increase in staff smoking on Health Board sites, including high-risk areas such as near main gas lines and oxygen cylinders. Although this was not included in the Fire Safety Group report, the Fire Safety Manager will follow up to explore the matter further and identify appropriate actions.

Critical Estates Infrastructure Risks

- The Major Capital Team provided an update on key infrastructure developments, highlighting estate-related risks underpinned by business continuity for ten priority projects costing between £50 - £80M, with a detailed plan expected by September 2025. In the interim, the Estates and Facilities IGG QHS will develop a short-term action plan, which will be escalated to HSSC and subsequently to the Health and Safety Committee.

Assure³ (to note)/ Sicrhau (i nodi)

The Health & Safety Sub-Committee wish to **assure** members of the Health & Safety Committee that:

Security Management Group

- The anticipated completion dates for Phase 2 of the CCTV implementation project have now been finalised.

Fire Safety Group

- There are currently no overdue fire risk assessments recorded in BORIS. A strategic plan is being developed to address outstanding actions over the coming months.
- Training sessions are scheduled for all 620 action approvers. These sessions aim to reinforce the importance of regular access to BORIS, encourage timely action sign-off and improve understanding of system functionality and compliance expectations.

Health and Safety

- The H&S Team will work in collaboration with occupational health colleagues to share learning from incidents including Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).
- A risk stratification matrix has been implemented aligned with the Audit Management and Tracking (AMaT) system to categorise risks. Clinical Control Groups (CCGs) will be responsible for the management of their own risks.
- Individual care groups reports have been produced, outlining risk stratification, numbered actions aligned with the original inspection reports and clear expectations for remediation and ongoing monitoring through AMAT.

Review of Risks/ Adolygiad o Risgiau

Discussed within the body of the AAA report

Sharing of learning/ Rhannu dysgu

Not Applicable

Recommendation/ Argymhelliad

The Committee is asked to:

- Note the items the Committee is advising them of
- Be assured on the items that the Committee is providing assurance on

³ There is confidence that actions are robust and will be sufficient to address the issue or generally operating effectively. Routine monitoring.