

PWYLLGOR IECHYD A DIOGELWCH HEALTH & SAFETY COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	30 June 2023
TEITL YR ADRODDIAD: TITLE OF REPORT:	1138 - Security Policy
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Tim Harrison, Head of Health, Safety & Security

**Pwrpas yr Adroddiad (dewiswch fel yn addas)
Purpose of the Report (select as appropriate)**

Ar Gyfer Penderfyniad/For Decision

ADRODDIAD SCAA SBAR REPORT

Sefyllfa / Situation

The Health and Safety Committee are asked to approve 1138 - Security Policy

This report provides the required assurance that 1138 - Security Policy – Written Control Documentation has been adhered to in the development of the written control document (WCD) and that therefore the WCD is in line with legislation/regulations, available evidence base and can be implemented within Hywel Dda University Health Board (HDdUHB).

Cefndir / Background

1. Brief summary of the WCD:

The purpose of this Policy is to set out a framework which can be used to improve security arrangements at all the HDdUHB sites.

2. Scope of the WCD:

As a priority and based upon recommendations made by the Police Counter Terrorism and Security Adviser this Policy will apply to the four acute General Hospitals in the first instance: Bronglais, Glangwili, Prince Phillip and Withybush. However this Policy will apply for every HDdUHB site.

3. Reason(s) for developing:

The purpose of this Policy is to provide guidance to managers and staff that will enable them to follow appropriate steps to achieve a secure working environment of the site that they manage/occupy. It provides the strategic direction for the development of Hospital Security Plans to be written/updated so they can be used in response to any future improvements to the Hywel Dda University Health Board security infrastructure.

4. Owing group:

Health and Safety Advisory Group

Assurance

1. Equality Impact Assessment: Completed

2. Privacy Impact Assessment: Not applicable.

3. Evidence base: NHS Wales Information Security Policy, HDdUHB Lockdown Policy & External security surveys completed April 2023 by Dyfed Powys Police Counter Terrorism Advisor and Alternative Systems protection.

4. Compliance with Legislation/Relevant Law

- Surveillance camera code of practice
- Health and Safety at Work Act 1974
- Mental Health Act 1983
- Deprivation of Liberty Safeguards Authorisation under the MCA 2005

5. Interested Parties: A record of involvement of all interested parties –

The Health and Safety Advisory Group is the owning group and representative members were directly consulted with in its development.

6. Implementation: This Policy will be available in all areas via the HDdUHB Policy Intranet site. All managers will need to ensure that the Policy is followed.

7. Monitoring: This document will be reviewed every three years or earlier should audit results or changes to legislation/practice within HDdUHB indicate otherwise.

Argymhelliad / Recommendation

For the Health and Safety Committee to approve the Security Policy and recommend for it to be uploaded to the HDdUHB Policy page on the intranet by the Policy Co-ordination Officer (for procedures and guidelines only).

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	2.1 Provide assurance around the HDdUHB 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 and contractors.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	718 Health and Safety Management
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply Choose an item. Choose an item. Choose an item.

Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	All Health & Care Standards Apply Choose an item. Choose an item. Choose an item.
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable Choose an item. Choose an item. Choose an item.
Amcanion Cynllunio Planning Objectives	2a Staff health and wellbeing Choose an item. Choose an item. Choose an item.
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable Choose an item. Choose an item. Choose an item.

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Not applicable.
Rhestr Termau: Glossary of Terms:	Contained within the body of the report.
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	Partnership Forum meetings.

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable.
Ansawdd / Gofal Claf: Quality / Patient Care:	Potential for quality of patient care to be compromised.
Gweithlu: Workforce:	There is an impact on staff health and wellbeing as well as safety for non-compliance with security arrangements.
Risg: Risk:	Directorate Risk Registers have highlighted a number of the topics covered within this report.
Cyfreithiol: Legal:	A breach of health and safety regulations can result in the issue of prohibition or improvement notices or criminal proceedings.
Enw Da: Reputational:	Prosecutions and claims due to breaches in legislation or personal injury claims can lead to negative publicity.
Gyfrinachedd: Privacy:	Not applicable.
Cydraddoldeb: Equality:	Has EqIA screening been undertaken? Yes