



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

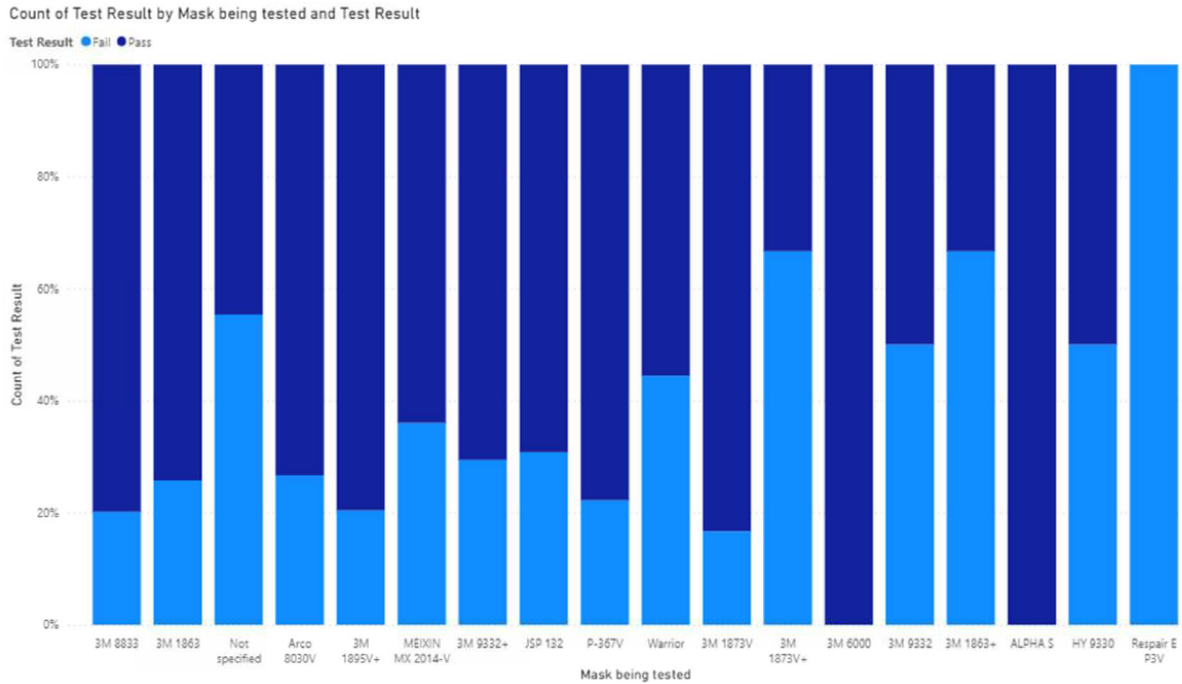
DYDDIAD Y CYFARFOD: DATE OF MEETING:	17 February 2021
TEITL YR ADRODDIAD: TITLE OF REPORT:	Health and Safety Update
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Tim Harrison, Head of Health, Safety and Security

Pwrpas yr Adroddiad (dewiswch fel yn addas) Purpose of the Report (select as appropriate)
Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

<p><u>Sefyllfa / Situation</u></p> <p>This paper is presented to the Health and Safety Assurance Committee (HSAC) in order to provide an update on the activities of the Health and Safety Team (the team) for the period October 2020 – February 2021. The work undertaken encompasses a variety of health and safety topics, which will be detailed in turn.</p>
<p><u>Cefndir / Background</u></p> <p>The Health and Safety Department now includes the Prevention and Management of Violence and Aggression (PAMOVA) and Moving and Handling Teams; this report therefore includes updates relating to these additional elements.</p> <p>The team continues to support the Health Board (HB) and individual departments with COVID-19 management arrangements, and these also feature in the assessment section of the report.</p> <p>The HB has received two Notices of Contravention (NOC) from the Health and Safety Executive (HSE) - dated 17th November 2020 and 28th January 2021, details of which are also covered in the assessment section of this report.</p>
<p><u>Asesiad / Assessment</u></p> <p>Respiratory Fit Testing Recording</p> <p>A new database for logging fit-tests for staff has been developed, which will allow the provision of pass/ fail rates to Procurement in order to inform decision-making, whilst having the additional benefit of allowing managers to see which masks their staff are fitted for. A snapshot of the current 'Pass/ Fail Rate by Mask' Dashboard can be seen below:</p>

Pass/ Failure Rate by type of mask



Induction Training for Managers

Including the pilot in October 2020, four training courses have been completed with a total of 73 managers attending. The content includes a number of key disciplines that HB managers will need to adopt in order to maintain, and where necessary improve, standards of health and safety. Feedback so far has been very positive.

Date	Delegates
Pilot - Oct 2020	10
Nov-Dec 2020	15
Jan 2021	19
Feb 2021 (In progress)	29
Total Completed	73

Roll out of Skyguard/ Peoplesafe Lone Working Devices

Progress is being made with the roll out of the lone working devices, with the first 100 being receipted; these are currently being distributed amongst the HB's Carmarthenshire Community staff including Acute Response Teams, District Nursing and Palliative Care teams.

The roll out will continue to make progress in supplying other Directorates, including Pembrokeshire and Ceredigion Community staff, Mental Health, Estates, Pathology etc.

PAMOVA

The team has been involved in providing bespoke training for a number of teams, including the training of 19 members from one team to support a complex admission to Cilgerran Ward (Glangwili General Hospital). This included input to the care planning, including the Restrictive Physical Intervention plan, which resulted in a positive outcome, as no restrictive physical intervention was required throughout admission.

As well as providing guidance with regard to physical interventions, the team also assisted with respiratory fit testing for staff involved in the care of patients under restraint.

Remote teaching has been undertaken using Microsoft Teams, with the first session delivered to Portering staff. This is being followed up by practical sessions, thus reducing the amount of time required for face-to-face training.

To date, six practical teaching courses have been facilitated by the team in 2021; unfortunately eight courses have been cancelled due to staffing shortages in clinical areas. The team have offered these dates for fit testing, or have worked clinically where there was an identified increased risk.

Mass Vaccination Centres

The Health and Safety Department has been actively involved in the setting up of the 9 Mass Vaccination Centres, including provision of health and safety advice, moving and handling training and liaison with the Counter Terrorist Security Advisers with regard to security arrangements for each venue. External Security has been employed at the majority of venues in line with Welsh Government guidance.

Manual Handling Training for New Temporary Staff

Approximately 450 Healthcare Support Workers and 70 Porters require training in manual handling techniques as part of their induction to the HB. Courses have been planned across all 3 counties throughout January 2021 in order to accommodate this. This commitment is gratefully acknowledged, as it relies upon the team working additional hours to deliver the training whilst maintaining strict COVID-19 protocols.

Health and Safety Audits

There have been 14 audits and 12 audit follow-ups from 1st October 2020 to 4th February 2021. There has been a reasonable amount of progress on Estates actions, with a majority of the priority level 1 (i.e. within 1 month) actions completed.

Significant progress on actions pertaining to the ward area and surroundings at Tregaron Hospital has been made, resulting in a safe and comfortable ward area and provision of external seating space. There have also been some actions taken on the non-clinical side; however, the excessive storage of notes in a deteriorating area is still of concern. This concern has been raised with the relevant management teams and work to improve the situation is underway.

A number of Estates actions have been completed in Glangwili General Hospital's catering department, with others planned for completion over the next few months.

Almost all management actions in all areas revisited have been completed in a timely manner, and will be reported formally to HSAC at a future date.

Notices of Contravention

Reference: 4197045 / 4645313

Following the submission of a *Reporting of Injuries, Diseases and Dangerous Occurrences Regulations* (RIDDOR) report relating to a nurse contracting COVID-19, the HSE requested that a review be undertaken with regard to the way in which HB managers and the Occupational Health Department identify any employee or prospective employee who is clinically extremely vulnerable (CEV), in accordance with government guidelines and ensure that risk assessments are reviewed at appropriate times.

To assure the Committee, the Occupational Health Service undertakes COVID-19 risk assessments as part of the pre-employment health clearance process for all new staff, and (since issue of this Notice) all line managers are required to ensure a COVID-19 risk assessment is completed by all employees via the Electronic Staff Record, ensuring that

appropriate measures are in place to enable the individual to be able to work safely. This risk assessment now includes the specific elements requested by the HSE. The Committee is requested to note a subsequent decision taken by Gold Command Group on 5th February 2021 that all staff in the CEV category who have received a Government shielding letter (either in December 2020 or more recently), or who are advised via GP or Occupational Health communication not to remain in work, should go home and should not continue in work.

Reference 4674961

The HSE has requested that the HB reviews its procedures for 2m distancing, and ensures that the monitoring process is enhanced to ensure continued compliance. The Inspector has also requested improvements to the cleaning regime in the canteen facility which was visited. The Inspector has requested a formal response by 1st March 2021.

Improvements to cleaning processes in this canteen have already been implemented, and these improvements have also been introduced in another site not visited. A monitoring form is already in place and its use will be further promoted across the organisation.

Smoke-free Law: Guidance on the Changes from March 2021

The new legislation will require hospital grounds in Wales to be smoke-free from 1st March 2021. This is in addition to the hospital buildings, which are currently required to be smoke-free.

- It will be an offence to smoke in hospital grounds. The manager or person responsible for the hospital grounds must take reasonable steps to stop smoking there.
- The display of 'No smoking' signs will be required
- Designated smoking areas within the hospital grounds can be provided if the hospital wishes to do so.

Authorised officers within each Local Authority will enforce the new law across Wales.

HDdUHB hospital premises already have appropriate signs at entrances, and will have additional signage installed to depict the change in law in time for the compliance date of 1st March 2021.

Argymhelliad / Recommendation

For the Committee to take assurance from this report that work has progressed and improvements made in relation to the various health and safety themes, as described above.

For the Committee to take assurance that the two Notice of Contraventions recommendations have been completed, or will be by the deadline of the 1st March 2021.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.1 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:	Risk 718: Failure to undertake proactive health and safety management (risk de-escalated from CRR)

Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	1. Staying Healthy 2. Safe Care 2.1 Managing Risk and Promoting Health and Safety
Nodau Gwella Ansawdd: Quality Improvement Goal(s):	No Avoidable Deaths Protect Patients From Avoidable Harm From Care Focus on What Matters to Patients, Service Users, Their Families and Carers, and Our Staff
Amcanion Strategol y BIP: UHB Strategic Objectives	2. Living and working well.
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Contained within the body of the report.
Rhestr Termiau: Glossary of Terms:	Explanation of terms is included 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 Assurance Committee:	Not Applicable

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	There may be financial implications based upon each individual site audit if the issues identified require monetary rectification.
Ansawdd / Gofal Claf: Quality / Patient Care:	Potential for quality of patient care to be compromised if large numbers of staff are affected by COVID-19 themselves.
Gweithlu: Workforce:	There is an impact on staff health and wellbeing as well as safety for non-compliance with COVID-19 management 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:	N/A
Cydraddoldeb: Equality:	Has EqIA screening been undertaken? No