

Enw'r Pwyllgor / Name of Committee	Health and Safety Committee (HSC)
Cadeirydd y Pwyllgor/ Chair of Committee:	Mrs Judith Hardisty, Vice Chair
Cyfnod Adrodd/ Reporting Period:	Meeting held on 9 May 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> HEALTH AND SAFETY ANNUAL REPORT 2022/23 The Health and Safety Annual Report 2022/23 was presented to members for approval and will be submitted to the Public Board meeting in July 2023 for approval. CORPORATE RISKS ASSIGNED TO THE HEALTH AND SAFETY COMMITTEE The Committee reviewed the following corporate-level risks which have been assigned to the Health and Safety Committee: <p>Risk 813: Failure to fully comply with the requirements the Regulatory Reform Order (Fire Safety) 2005 (RRO): currently RAG rated Red, was discussed under the Fire Safety Update agenda item.</p> <p>Risk 1433: Inability to maintain routine and emergency services in the event of a severe pandemic event: the previous pandemic influenza risk has been changed into two new risks, generic pandemic event and emerging infectious diseases. Current likelihood is scored at a three to reflect the risk of the Health Board being unable to respond to the scale and severity of the pandemic.</p> OPERATIONAL RISKS ASSIGNED TO THE HEALTH AND SAFETY COMMITTEE The Committee reviewed the following operational risks which have been assigned to the Health and Safety Committee: <p>Risk 1382: Installation of Reinforced Autoclaved Aerated Concrete (RAAC) planks as part of the infrastructures: Following a number of high-profile incidents in the UK recently, this risk is of particular concern at the moment. The current risk score is high, which is based on the evidence and information the Health Board has received from existing structural survey results. The areas affected are the complete roof in Withybush Hospital (WGH) and a small area in Bronglais Hospital.</p> <p>The Health Board has planned to commission (commencing in May 2023) intensive surveys of each individual RAAC planks to determine the risk, condition and any repair work needed. This survey is anticipated to take up to nine months to complete, and the risk will be reviewed and updated as work proceeds and new information becomes available. During this work, patients from Ward 9 of WGH will be moved to South Pembrokeshire Hospital, followed by all other patients on the top floor. It is anticipated that Welsh Government (WG) will meet at least some of the costs required. Further updates on this work will be provided at the July 2023 Committee meeting.</p> <p>A number of communications have recently been sent out to the public. The Committee asked for assurances that sites will be clean and provide safe environments for staff and patients whilst work is being undertaken.</p> 	

Risk 708: Inappropriate storage solutions associated with patient files/documents affecting Ceredigion Community sites: An update on issues with new facilities at Tregaron Hospital will be brought to the next Committee meeting in July 2023.

Risk 1586: Risk to staff, patients, due to insufficient space at Bronglais Hospital: Discussion took place regarding the high-risk score of 20. This would be clarified by the Assurance and Risk Team.

- **HEALTH AND SAFETY UPDATE**

The Health and Safety update report, which details the end-of-year Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR) figures for the 2022-23 financial year, was presented to the Committee. Compared to other industries, violence and aggression stands out within the Health Board. The report also included information on a civil claim by a member of staff injured whilst restraining an intoxicated patient.

As a result of awareness raising activities by the Health and Safety Team over the last six years, the number of reported incidents has increased significantly compared to the figures from 2016. 2022-23 saw the greatest number of RIDDORs (Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013) reported in a single year to date. The figure is now a more representative figure for a Health Board the size of Hywel Dda University Health Board. Assurance was received on this matter in 2022 by an All-Wales benchmarking exercise, and this exercise is set to be repeated later in 2023.

The Committee noted that the greatest cause of incidents in 2022- 23 was slips, trips and falls (STF) however, violence and aggression was a close second. Data on Datix has been studied to look for any trends in the slip trip fall incidents, however, there did not appear to be anything indicative.

The Health Board's reporting timeframe compliance has increased slightly during the 2021- 22 financial year, rising from 56.9% to 62.7%. The reason for the low timing of reporting included staff not reporting on Datix and highlighted the importance of reminding staff to report incidents as soon as possible.

Training on violence and aggression, and de-escalation techniques are being offered to staff within the Health Board. The Violence and Aggression Case Manager (Mr Brett Jenkins) provides support as well as training to staff on communication skills in relation to de-escalation. It was highlighted that the violence and aggression training passport requires updating and would be raised with the team.

Communications with the public, to raise awareness that violence and aggressive behaviour towards staff at Health Board sites will not be tolerated, would be increased. It was highlighted that the Health Board has noted an increase in verbal abuse post-pandemic.

- **FIRE SAFETY UPDATE REPORT**

The Health and Safety Committee received an update with regard to progress in managing Fire Safety.

The current revised programme of work at Glangwili Hospital (GGH) (Phase 1) has now received an application for a further extension of 7-8 weeks (to the end of October 2023). The application has not yet been signed off; however, it is expected to be approved.

It is planned to develop a reduced scope of Phase 2 works at WGH following the initial indication of Capital costs. The Director of Estates, Facilities and Capital Management) was in discussion with Welsh Government to receive funding of £350k for Phase 2 work.

MWWFRS are fully satisfied with the work progressing on the 24 bed Decant Ward at WGH which will be operational by January 2024. Following concerns that it will be the busy winter period; assurance was provided that this had been taken into consideration. Necessary phase two fire works on the six wards on the second floor at WGH will take place at the same time as the RAAC work which will offer some significant financial saving and least disruption.

There was confirmation that fire safety work in the community hospitals at Amman Valley and Llandovery had taken place.

- **MONITORING STAFF EXPOSURE TO ENVIRONMENTAL HAZARDOUS SUBSTANCES - REQUIREMENT OF THE CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH REGULATIONS 2002**

The Monitoring Staff Exposure to Environmental Hazardous Substances report was presented to the Health and Safety Committee. The report highlighted that the two reasons for measuring the substances were:

1. To ensure that the Health Board is compliant with the workplace exposure limit.
2. To ensure that where there are engineering control measures, that they are performing.

A letter was sent from the Royal College of Midwives detailing concerns regarding nitrous oxide (N2O) exposure in certain NHS trusts in England. The Health Board has issued a response to this letter. Exposure and environmental monitoring for N2O are advised. A report on these issues has been submitted to the relevant Directorate's Quality, Safety and Experience Groups. Work on monitoring was expected to begin within six months. An update on the timescale for completion will be provided at the next Committee meeting in July 2023.

Welsh Ambulance Services NHS Trust (WAST) have performed some environmental and exposure monitoring of vehicle emissions; so far at Glangwili General Hospital. This aspect has the potential to affect staff working in the vicinity of Emergency Departments.

- **PREVENT AND CONTEST UPDATE**

The Prevent and Contest update report using information contained within the Dyfed Powys Counter Terrorism Local Profile (CTLP), was presented to the Health and Safety Committee.

A critical response review update will be submitted to the Committee meeting in July 2023.

The Committee discussed what public messaging on misogyny was being undertaken in light of the data. Public Health is involved and contributes to a Contest Board, led by Local Authorities. The Head of Health, Safety and Security will request further information from the Head of Commissioning and Strategy Development on the public messaging and engagement with schools. This will also be picked up with the counter terrorism security advisers on what their education programme includes, to see how they tie in together.

It was also felt it would be useful to remind staff of the Health Board values and, in particular, regarding inappropriate conduct in the workplace.

- **WELSH HEALTH TECHNICAL MEMORANDUM'S (WHTM) ENGINEERING COMPLIANCE/GOVERNANCE**

The WHTM Engineering Compliance/ Governance report was presented at the Health and Safety Committee.

There is currently no Authorising Engineer in place in the Bed Head Services and Pathology, however, discussions are taking place with NWSSP and Shared Services for interim support. The intention is to appoint a full team of trained staff across the four main sites.

Update reports from technical groups are reporting into the Operational Groups and monthly update meetings are scheduled with the Assurance and Risk team.

Concerns were raised regarding the RAG status of the Water Systems section of the Compliance Tracker and clarity on the frequency of auditing was requested. There will be two large pieces of work taking place over the next two years to replace water tanks however a confirmed date of the next audit has not yet been received. Update reports will be submitted to the Committee on a six-monthly basis.

- **POLICIES FOR APPROVAL**

The 761 - Violent Patient Warning Marker Procedure was presented to the Committee. No significant changes were noted however the procedure was due for the three yearly review. A discussion took place on whether this should be a policy or a procedure.

The 749 - Lockdown Policy was presented to the Committee and no significant changes were noted. Clarity was sought on whether a Health and Safety Advisory Group had been established as this did not appear on the Health and Safety Committee Terms of Reference. This would be clarified outside of the meeting.

The 285 - Violence and Aggression Policy was presented to the Committee and the inclusion of an appeals process was noted.

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer / Matters Requiring Board Level Consideration or Approval:

No matters requiring Board consideration or approval were discussed.

Risgiau Allweddol a Materion Pryder /**Key Risks and Issues/ Matters of Concern:**

- Work will take place on public messaging to reduce violence and aggression towards staff, and also issue reminders to staff of customer care duties.
- A report including updates on the storage areas in Tregaron (Risk 708 (Inappropriate storage solutions associated with patient files/ documents affecting Ceredigion Community sites) will be presented to the next Health and Safety Committee.
- Assurance that the position on RAAC at Health Board sites is being kept under review.

Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /**Planned Committee Business for the Next Reporting Period:****Adrodd yn y Dyfodol / Future Reporting:**

In addition to routine business the Health and Safety Committee will receive reports on:

- Reinforced Autoclaved Aerated Concrete (RAAC) Update
- Fire Safety Audit System Report 23/24
- Security Policy
- Major Incident Plan
- Lifting Operations and Lifting Equipment Regulations (LOLER) Update
- Procedure 1155 Critical Threat Level Procedure

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

10 July 2023