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| Enw'r Pwyllgor / Name of Committee | Health and Safety Committee (HSC) |
| Cadeirydd y Pwyllgor/ Chair of Committee: | Ms Ann Murphy, Independent Member |
| Cyfnod Adrodd/ Reporting Period: | Meeting held on 13 November 2023 |
| Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee: | |
| <p><u>Health and Safety Update, Including Violence & Aggression Incidents</u></p> <p>The Committee received a Health and Safety update report, including an update on violence and aggression (V&A) incidents as requested by the Committee.</p> <p>Only 364 out of 794 face to face V&A training sessions have been utilised. Staff pressures are a contributing factor. The importance of attending V&A training will be reinforced through the Senior Leadership meetings.</p> <p>The Committee were informed that codes had been updated on Datix to ensure the most accurate classification is recorded for incident reporting. This will also aid the V&A Case Manager when reminding departments to report incidents. The issue has also been identified that not all information (such as patient details) is being recorded on Datix, which creates additional work to chase missing information.</p> <p>It was noted that Prince Philip Hospital seems to be a 'hotspot' with the highest level of incidents of all sites. It was suggested that perhaps training should be targeted at staff in 'hotspot' areas.</p> <p>It was highlighted that some data has been impacted by the nature of reporting in clinical areas, for example staff may not report an incident as they believe the behaviour is linked to a clinical illness.</p> <p>There was a suggestion for language on signage around zero tolerance on violence and aggression to be strengthened, and also wording in letters to perpetrators. A meeting would be scheduled with the Director of Communications to discuss signage/communications to progress work by mid-December.</p> <p><u>RIDDOR: 6-Month Update</u></p> <p>A greater number of incidents have been reported at Glangwili Hospital in comparison with the same period last year, and a lower number reported at Bronllais Hospital. This has been raised at the recent Bronllais Quality Forum.</p> <p>The RIDDOR reporting rate of 5.70 per 1000 staff across all reporting categories (slightly up from 5.18 in 2021/22), ensures the Health Board is on track, when compared to similar organisations across Wales.</p> <p>Managers are now able to create Datix reports on behalf of staff who are not in work. This has helped with Datix reporting within the required timescale. Year-on-year data comparisons can now be made. An update report on RIDDOR will now be completed on a six-monthly basis.</p> | |

PREVENT and CONTEST Updates

The report provided an update on the number of PREVENT referrals in the HDdUHB area, and also highlighted the importance of Martyn's Law, which relates to how the Health Board can protect and secure public sites and health buildings, although it has not actually come into force as of yet.

Within the Health Board, the 'Channel Panel' process is very much supported by the Safeguarding Team. Channel Panels are nation-wide in terms of their approach on a multi-agency basis. It was noted that there should be reflection on the need to not only have participation at the Channel Panel meetings, but also to reflect on any learning or intelligence that comes from those meetings, as this can feed into the wider security management arrangements across the Health Board.

There was discussion on the PREVENT training courses, with a comment that it was confusing in the way it was delivered, in that it expected participants to be able to identify cases, which is difficult for staff. A meeting would be scheduled with the learning teams to discuss how PREVENT courses are run.

PREVENT/CONTEST training would be scheduled for discussion with Board Members next year. Discussions will also take place with Workforce and Organisational Development on whether all staff should be required to undertake the training.

Security Update

The Risk score on the corporate risk register item of security has been increased, primarily because it is felt that progress is a little slower than hoped, in terms of the action plan now in place.

New CCTV cameras have replaced the old ones in two of the hospital sites. The new cameras will be installed in all sites by December 2023.

It was highlighted that the police service would like to have opportunities to discuss and learn from incidents. They have engaged in a multi-agency debrief which they found helpful for both their officers but also in terms of learning, which, on a multi-agency basis can be taken forward. The police service is confident in engaging with the Health Board.

Fire Safety Update Report

The Committee received a report providing an update on the progress made in managing the following areas of fire safety:

- Fire Enforcement Notices/Letters of Fire Safety Matters
- Fire safety management

It has been verbally agreed by Mid and West Wales Fire and Rescue Service (MWWFRS) to remove the Withybush Hospital (WGH) phase one fire enforcement notice. It is expected that a formal letter of agreement would be issued soon. The removal of the notice will take place once full validation visits have been completed.

A detailed plan setting out the proposal for a reduced scope of WGH phase two works, was submitted to MWWFRS. A response has now been received, and detailed reduction of work has been agreed. The initial cost estimate was in excess of £60m. However, the reduced scope approach that has now been agreed, whilst not fully set out or calculated, is

expected to be in the region of sub £20m. That allows the Health Board to move forward with the business case. Welsh Government are fully aligned on that. This will materially affect the works on phase two at Glangwili Hospital and then future phases in Bronglais Hospital. However, there are some caveats to the reduce scope approach:

- The attendance statistics within the health board for levels one to three training are to be at or above 85%. The Fire Safety Group meetings for all groups and stakeholders in the Health Board will need to reinforce that level needs to be 85%.
- Progression with programme dates will need to be maintained.
- Areas within WGH where Level 1 fire detection is not in place will need to be included.
- Any actions contained within the fire risk assessment will need to have robust delivery dates to track compliance.

There has been an increase in Level 3 fire training. The report indicated compliance had dropped to 65.34% from August to October 2023, however, this has now increased to 77.36%.

A number of actions have been identified through the fire risk assessments which the Operations and Estates teams are currently looking at.

Reinforced Autoclaved Aerated Concrete (RAAC) Update

The new temporary external kitchen in WGH will be opening on 4 December 2023.

Fire safety work on the six wards on the second floor of WGH have been completed during RAAC work, which has been beneficial in terms of minimising disruption.

RAAC work on the six wards is on plan for completion this financial year.

Health and Safety Regulations – Working at Height Regulations

Mr Springthorpe highlighted that work had already been taking place on this regulation with the Health and Safety and Estates teams, however, this was accelerated following an incident at Glangwili Hospital.

A report into that incident has been produced and presented to the Estates team, who are currently working through an action plan to address all the issues identified.

Union safety representatives would be invited to attend the Work at Height Working Group meetings.

Policies For Approval:

Policy 1198: Safe Working at Height Policy was approved by the Committee.

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

None

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

The Health and Safety Committee highlights the following risks/concerns to the Board:

- Work will be undertaken to ensure that the Health Board has a campaign on violence and aggression. Hopefully during the month of December.
- It would be helpful for Board Members to receive updated training around CONTEST and PREVENT.

**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 the items scheduled to be reviewed as part of the Committee's work programme, following up progress of the various actions identified above will be undertaken.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

Monday 8 January 2024