

COMMITTEE UPDATE REPORT/ ADRODDIAD DIWEDDARU'R PWYLLGOR - HEALTH AND SAFETY COMMITTEE

Date of last meeting/ Dyddiad y cyfarfod diwethaf: 3 July 2025

Quoracy/ Cworwm: Met

Report by/ Adroddiad gan: Ann Murphy, 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 and Safety Committee had no items of which to **alert** the Board.

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

The Health and Safety Committee wish to **advise** members of the Board that:

- The **Health and Safety Sub-Committee (HSSC) Update Report** and the **Compliance with Health and Safety, Fire, and Security Training** update report identified concerns around compliance with Level 2 Fire Safety Training. Extraordinary meetings have been conducted, and action plans developed to address this. An update will be provided to the next meeting, and should the position not improve, this matter will be escalated to the next Board meeting.
- Low compliance with annual restraint training was also noted in the **HSSC Update Report**. The HSSC has requested a report outlining the cause of non-compliance for training and a trajectory for improvement.
- The **HSSC Update Report** raised concerns regarding the delays in Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) submission across the organisation. The HSSC has requested an update on the current position, along with a trajectory for improvement.
- While the Internal Audit Update Report and Associated Action report demonstrated progress towards meeting the requirements of the **Health & Safety Final Internal Audit Report 2024/25 (HDD-2425-23)**, the Committee was only able to take limited assurance, due to the number of outstanding actions. An update was requested for the next meeting.

Assure³ (to note)/ **Sicrhau** (i nodi)

The Health and Safety Committee wish to **assure** members of the Board that:

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.

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

- The **Health and Safety Sub-Committee Terms of Reference** were approved, with the understanding that changes are anticipated in the near future, once the Sub-Committee structure is reviewed.
- Assurance was received on the **Corporate Risks Assigned to Health and Safety Committee** that identified controls are in place and are working effectively, and timescales are in place to mitigate risk.
- The Committee was assured that progress is being made on the **Health and Safety Annual Work Plan 2025/26**, with ongoing oversight provided by the HSSC.
- The **Major Incident Plan** was approved for onward recommendation to the Health Board. The accompanying report detailing the results of the emergency response exercise named Exercise Tendley was received as evidence of the Health Board's compliance with Welsh Government NHS Emergency Planning Core Guidance (2015).
- The **Business Continuity & Planning Policy** was approved.

Review of Risks/ Adolygiad o Risgiau

The Committee reviewed the corporate risks which are aligned to it, considering both the current status and risk scores.

Sharing of learning/ Rhannu dysgu

Not applicable.

Recommendation/ Argymhelliad

The Board is asked to:

- **Approve** the Major Incident Plan
- **Note** the items the Committee is advising them of
- **Take assurance** from the items that the Committee is providing assurance on

Agenda, papers and minutes are available on our website/ Mae agenda, papurau a chofnodion ar gael ar ein gwefan: [Health and Safety Committee](#)