



**AGENDA ITEM**

2.1.6

**QUALITY & SAFETY COMMITTEE**

**HIGHLIGHT REPORT FROM THE HEALTH, SAFETY & FIRE SUB COMMITTEE**

**DATE OF MEETING**

09/08/2021

**PUBLIC OR PRIVATE REPORT**

Public

**IF PRIVATE PLEASE  
INDICATE REASON**

Not Applicable - Public Report

**PREPARED BY**

Wendy Penrhyn-Jones, Head of Corporate Governance & Board Business

**PRESENTED BY**

Dilys Jouvenat, Independent Member (Sub Committee Chair)

**EXECUTIVE SPONSOR  
APPROVED**

Hywel Daniel, Executive Director for People

**REPORT PURPOSE**

FOR APPROVAL

**ACRONYMS**

RIDDOR	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
HSE	Health & Safety Executive
ILG	Integrated Locality Group

**1. PURPOSE**

- 1.1 This report had been prepared to provide the Board with details of the key issues considered by the Health, Safety & Fire Sub Committee ("the Sub Committee") at its meeting on 3<sup>rd</sup> June 2021.
- 1.2 Key highlights from the meeting are reported in section 2.

1.3 The Quality & Safety Committee is requested to **NOTE** the report.

## 2. HIGHLIGHT REPORT

<b>ALERT / ESCALATE</b>	<ul style="list-style-type: none"> <li>The Sub-Committee were informed of the latest position regarding ongoing investigations by the <b>Health &amp; Safety Executive (HSE)</b>. The Sub-Committee were advised that the organisation had now undertaken all that was possible in terms of remedial action and had also improved internal processes for responding to requests for information received from the HSE.</li> <li>The Sub-Committee received an update on work to address <b>two Fire Enforcement Notices</b> from South Wales Fire &amp; Rescue Services (SWFRS), in relation to the Prince Charles Hospital and the Princess of Wales Hospital.</li> <li>The Sub-Committee were advised that a business case in relation to work required on the <b>fire alarm system</b> at the Princess of Wales Hospital had been <b>approved by Welsh Government</b> and work would commence in the next month with a protected completion by the end of the calendar year. Mitigating actions had been put into place until the work was completed.</li> </ul>
<b>ADVISE</b>	<ul style="list-style-type: none"> <li>The Sub-Committee received an update regarding the response and lessons learnt following <b>Chemical Spill at the Royal Glamorgan Hospital</b> in March 2021.</li> <li>With regard to the fire at Ysbyty Cwm Rhondda which also occurred in March 2021, it was noted that this had highlighted the <b>importance of staff fire training</b> and that the fire service had praised the actions of the staff involved in managing the incident. The Sub-Committee asked that formal thanks be extended to the staff concerned on its behalf. It was noted that work was ongoing around the <b>management of ignition sources</b> which would result in an organisation-wide policy including non-mental health settings.</li> <li>With regard to <b>statutory &amp; mandatory staff training</b> it was noted that steps were being taken to improve the level of compliance at ILG level and this would be subject to ongoing review via performance structures.</li> </ul>



	<ul style="list-style-type: none"><li>The Sub-Committee received an update on the review of incidents of staff being exposed to Covid-19 which had been undertaken to determine the level of cases to be <b>reported to the HSE under RIDDOR provisions</b>. It was agreed that further discussions would take place around the process for highlighting <b>work related instances of exposure</b>. In addition it was agreed that an update on the <b>post-shielding risk assessment process</b> would be prepared for the next meeting</li><li>A report and presentation were received regarding violence and aggression and it was agreed that further discussion was required outside the meeting as to the need to <b>raise awareness of hate crime</b> and the actions required to respond to such incidents.</li></ul>
ASSURE	<ul style="list-style-type: none"><li>The Sub-Committee noted that following the development of an <b>audit package designed to</b> support review of compliance with Health, Safety and Fire Policies, the output with regard to social distancing audits would be available in the near future.</li><li>The Sub-Committee reviewed the <b>risks extracted from the Organisational Risk Register</b> in relation to health safety and fire. A meeting was pending with Merthyr Cynon ILG colleagues to enable any necessary updates ahead of the next iteration to the Management Board in June 2021. It was agreed that <b>updates be made around fire risks and mitigations</b> given the significant amount of ongoing work to reduce such risks.</li></ul>
INFORM	<ul style="list-style-type: none"><li><b>Highlight reports</b> were received from each of the <b>ILGs</b>, outlining the health, safety and fire related activity being undertaken.</li></ul>
APPENDICES	<ul style="list-style-type: none"><li>A copy of the <b>Safer Handling Training Strategy</b> which had been subject to updates was received and will be sent for approval via the Management Board.</li><li>A copy of the updated version of the <b>Health &amp; Safety Policy and Policy Statement</b> was received and is recommended for approval by the Quality &amp; Safety Committee. This is attached at Appendix 1</li></ul>



- |  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>• A copy of the updated version of the <b>Fire Safety Policy</b> was received and is recommended for approval by the Quality &amp; Safety Committee. This is attached at Appendix 2</li></ul> |
|--|---|