

Deep Dive: Health & Safety

September 23rd 2025

(Neil Desmond – Head of Estates and Health & Safety)

Aim

To provide the committee with an overview of the PHW Health & Safety arrangements and provide assurance on the Health & Safety Management and delivery arrangements.

Summary of presentation

- Health & Safety arrangements in Directorates and how we get assurance from the Directorates.
- Complexity of estates management arrangements.
- Risk and incidents – what are we seeing.
- Regulatory changes etc.
- Links to other groups and sources of assurance
- Areas of good Health & Safety practice
- Learning from HSE / RIDDORs
- Health & Safety Divisional ask of the committee.

Health & Safety

Health & Safety at Work etc. Act 1974

The Health and Safety at Work etc Act 1974 primary piece of legislation covering occupational health and safety in Great Britain. It sets out the general duties which:

- employers have towards employees and members of the public
- employees have to themselves and to each other

1. Provide a safe place of work
2. Provide safe equipment
3. Ensure staff are properly trained
4. Carry out risk assessments
5. Provide proper facilities

Health & Safety across Directorates: Governance and Accountability

The Division has responsibility for

- **Scope:** All health and safety related activity across the organisation.
- **Who:** The health and safety of all staff, service users and visitors to our buildings.
- **Requirements:** Ensuring full compliance with statutory and regulatory legislation principally relating to Fire, Water, Gas and Electrical Safety and Asbestos management.
- **Breadth** - The provision of the management of 16 buildings across the Wales and BTW mobile units .
- **Ensures** - Significant Directorate and Divisional liaison and contact / formal and informal – both reactive and proactive.

Governance and Accountability Arrangements

- The Estates and Health & Safety Division reports to the Public Health Wales Health & Safety Group on a quarterly basis. Chaired by the PHW Executive Director of Ops and Finance (Executive lead for Health & Safety).
- Health & Safety Group comprises of all Directorates
- The Health & Safety Group quarterly reporting details;
 - Health and Safety Incidents
 - RIDDORs
 - Estates Compliance
 - Compliance with Health & Safety Statutory/Mandatory training & additional health & safety related training
 - Risk reviews
 - Estates and Facilities Alerts (EFA)
 - Specialist Estates Service Notifications (SESN's) & Publication Notices (PNs)
 - High Voltage Hazard Alerts (HVHA)
- Additional reporting via NQIG
 - Alerts and Notifications Safety Action Bulletins (SAB) – reported NQUIG
 - Medical Device Alerts (MDA) / Drug Alerts (DA)/ Chief Medical Officer Alerts (CMO)

Governance and Accountability Arrangements

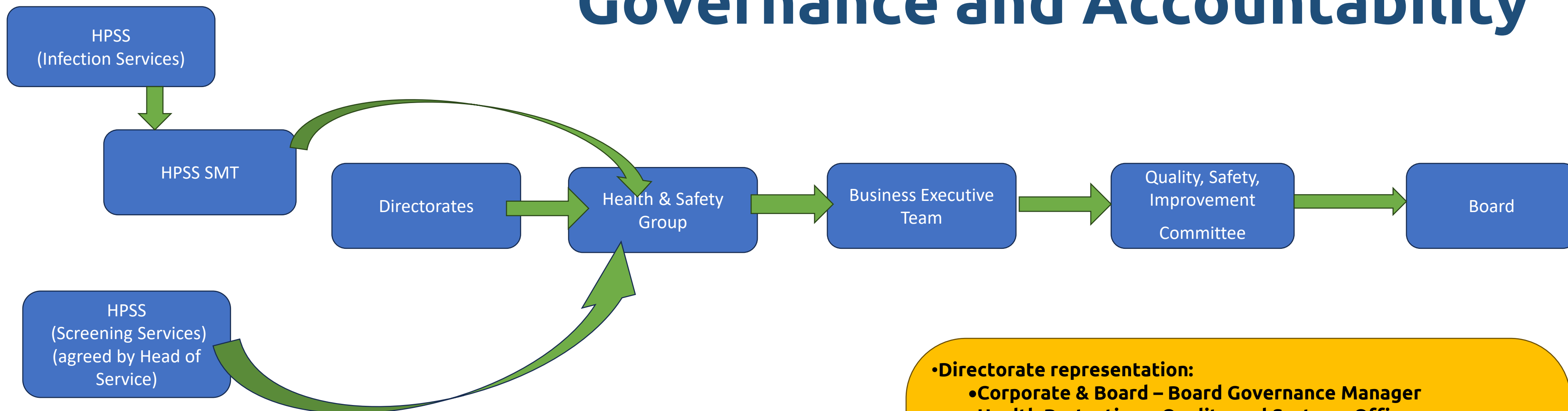
- The group is accountable to the Business Executive Team and the Quality, Safety Improvement Committee via the Executive Director of Operations and Finance.
- Details on updates on the Health & Safety Workplan are provided to the Quality, Safety and Improvement Committee and Business Executive Team on quarterly basis.
- The Group produce an annual report on the work that has been undertaken which is presented to the Business Executive Team and the Quality, Safety and Improvement Committee.
- The Group Chair ensures appropriate escalation arrangements are in place to alert the Trust Chief Executive and / or the Quality, Safety and Improvement Committee Chair of any urgent / critical matters that may compromise services / service user provision and affect the operation and / or reputation of Public Health Wales.

Governance and Accountability

Further linkage to

- IP&C Group
- Safeguarding Group
- Decontamination Group
- Waste Management Group
- Radiation Protection Group
- Medical Devices Management Group
- Facilities Group (Trust Water Safety Group / Ventilation/Maintenance/Cleaning / Waste) - Accountable to IP&C)
- Health & Safety Screening Managers Group
- IMTs

Governance and Accountability



•Directorate representation:

- Corporate & Board – Board Governance Manager
- Health Protection – Quality and Systems Officer
- Health & Wellbeing – Head of Operations/General Manager
- Nursing, Quality and Integrated Governance – Governance and General Manager
- People and Organisational Development – Operations Service Manager
- Policy and International Health, WHO Collaborating Centre – Business Manager
- Research, Data and Digital – Directorate Governance and General Manager
- SPR's – Specialty Training Programme Manager

Complexity of Estates management arrangements

- Dispersed and diverse estate
- Incorporates different functions
 - Public facing screening venues (n27)
 - Administrative buildings (n10)
 - Microbiology labs (n12)
 - Hosted organisation NHS P&I (n30)
 - Differing site arrangements for H&S Compliance.
- Owned property/ leased properties/ hosted arrangements with UHBs others (SLAs/ MOU's /MOTO's)
- Challenges: multi tenanted buildings / landlord tenant responsibilities / service contracts management
- Resource -
 - H&S Divisional capacity
 - Screening and Infection services
- Estate condition

Risks and incidents

- Most incidents falling within HPSS
- Infection services Incidents reviewed for four plus year analysis (2021 April 2025) – total of 429 incidents:
 - Most reported areas –
 - Accident / injury
 - Equipment /devices
 - Contact with hazardous substances
 - Slips trips and falls
- During the 2024 -25 reporting period increased in reporting of incidents.
- Estates, Facilities, Performance Management System - reporting.

Regulatory changes

- All changes notified through agreed internal notification processes
- All changes where applicable to the organisation actioned
- All requirements reported
- Estates and Facilities Alerts (EFA)
 - Specialist Estates Service Notifications (SESN's) & Publication Notices (PNs) High Voltage Hazard Alerts (HVHA)
- Additional reporting via NQIG
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Areas of good Health & Safety Practice (1)

- Supporting staff to work *how it works best* - keeping staff safe
- Commissioning additional targeted Health & Safety training for particular staff
- Health & Safety Culture Survey
- Joined up co-ordinated working
- Health & safety incident management
- Learning from incident reviews
- Learning from RIDDORs – changes to SOPs / staff training
- Proactive risk assessments of activity
- Use of external experts for compliance certification and advice
- Audits: Health & Safety / Access.

Areas of good Health & Safety Practice (2)

Medical devices

- Positive reporting culture – increase in reporting reflects openness.
- Medical Devices Safety Officer role established.

Training compliance

- Directorates above Welsh Government 85% target and most above 90%
- Fire warden and First Aid training improvements
- Working from Home Safely training increasing

Learning from incidents

- Trend analysis
- Shared learning
- Targeted interventions

In conclusion

- Keeping our staff and visitors safe
- Maintaining and meeting Statutory and Regulatory compliance across the estate.
- Supporting and enabling operational service delivery.
- Divisional maturation.

Ask of the Committee.....

1. The Committee is asked to take assurance from the presentation on the arrangements in place for ensuring that;
 - Appropriate action is being taken to proactively manage health & safety across the organisation
 - That Health & Safety advice and support is in place for all areas of the wider organisation.
 - That staff are supported to work safely across the organisation.
 - That users of our buildings and services are safe.
2. The committee is asked to receive assurance that appropriate actions are being undertaken to address any issues that arise in a timely and effective way.
3. Ongoing support for the complex estate and compliance challenges.

Any questions.....





GIG
CYMRU
NHS
WALES

Iechyd Cyhoeddus
Cymru
Public Health
Wales

Gweithio gyda'n gilydd
i greu Cymru iachach

Working together
for a healthier Wales

