

**Confirmed Minutes of Special Health & Safety Committee
Held on Thursday 30th April 2020, 2:30pm – 3.30pm
Executive Meeting Room, 2nd Floor, Woodland House**

Chair		
Michael Imperato	MI	Committee Chair, Interim Vice Chair & Independent Member – Legal (<i>via Skype</i>)
Members		
Akmal Hanuk	AH	Independent Member – Community (<i>via Skype</i>)
Rhian Thomas	RT	Independent Member – Estates (<i>via Skype</i>)
Dawn Ward	DW	Independent Member – Trade Union
Present		
Ruth Walker	RW	Executive Nurse Director
In Attendance		
Nicola Foreman	NF	Director of Corporate Governance (<i>via Skype</i>)
Secretariat		
Laura Tolley	LT	Corporate Governance Officer (<i>via Skype</i>)
Apologies		

HS 20/04/001	Welcome & Introductions	ACTION
	The Committee Chair (CC) welcomed everyone to the meeting.	
HS 20/04/002	Apologies for Absence Apologies for absence were noted.	
HS 20/04/03	Declarations of Interest There were no interests declared.	
HS 20/04/004	Personal Protective Equipment (PPE) The Executive Nurse Director (END) explained the Committee would be aware of the media coverage surrounding PPE at present, therefore she would be providing assurance to the Committee that to date, PPE was not a concern for the UHB. The END confirmed that staff had been very concerned regarding water repellent masks and felt very strongly that these should be worn, therefore in response to concerns raised, the UHB made the decision for staff to wear water repellent masks, even though at the time the Public Health	

guidance stated these were not required. The END added that other Health Boards had followed the UHB's decision.

Concerns had also been raised in relation to chest compressions during resuscitation. National guidance stated that staff did not require FFP3 PPE, Resus Council advised that staff did require this and the Chief Medical Office advised a mask be put on the patient. The conflicting guidance caused confusion and anxiety, therefore, the UHB Resus Committee made the decision for staff to wear FFP3 PPE for chest compressions during resuscitation.

The END advised the Committee that in relation to stock availability, the procurement department had been exceptional in procuring supplies of PPE equipment. The END added, on occasions the UHB had been low on stock, however, on the whole there had been very good stock levels throughout the pandemic. There was some concern where members of staff did not believe that the UHB had sufficient stock levels, therefore work was being undertaken with staff to give them the required confidence. The END advised that for the future, the UHB would develop a 'top up' approach and work was being undertaken with the operations team to help predict what stock would be required.

The END explained the UHB had undertaken a huge amount of work to advise staff on what level of PPE they required which included, but was not limited to, training events, pictures and manikins outside wards. Two audits had been undertaken which confirmed staff know what PPE equipment is required, are aware of the guidance, however they do not trust the guidance. The END confirmed this had been the biggest challenge, therefore the UHB kept training and raising awareness in addition to placing psychology colleagues in the hubs to help assist with the situation. The END added that the Army had also reviewed and audited the PPE stock levels and advised that the UHB had the best stock in Wales.

The END advised the Committee the UHB had three different versions of masks available and when new versions were received, all staff needed to be FIT tested to ensure they were safe. There had been an issue where stock had been re-issued from Shared Services which was out of date, although the equipment had been re-tested and was fit for purpose, this had not been communicated to staff. The UHB had also supplied PPE equipment to Care Homes, Nursing Homes, Ty Hafan and private sectors as the third sector have not had the stock they required.

The END explained it was with great sadness to inform the Committee that the UHB had lost 3 members of staff to COVID-19. 2 staff members were not working on COVID-19 wards, however, one staff member did work on a COVID-19 ward the day prior to falling ill therefore, Health & Safety would be investigating the relevant environment.

The Independent Member – Trade Union (IM-TU) queried who was in charge of distributing stock across the UHB. In response, the END confirmed stock was held with Shared Services and procurement dealt directly with them. The END explained that initially stock was of a poor

	<p>quality, however this had now been resolved, and all stock received from community donations was being taken to the Science Hub to be tested to ensure it was safe for staff to use and work had been undertaken with the Communications team through social media to thank public and communities who have donated equipment and to explain what further supplies would be required to ensure the correct equipment was received.</p> <p>After Committee discussion, it was agreed the CC would meet with the Head of Procurement to discuss the quality and delivery of PPE.</p> <p>The IM-TU queried how the UHB would maintain staff training as some staff were already lapsing on PPE donning and doffing. In response, the END confirmed the team had revisited training and a new multi-disciplinary training approach would be undertaken and would be ongoing for some time to ensure standards are met.</p> <p>The IM-TU queried viral loading within movement of staff. The END commented that it was a challenge and viral loading in zoned areas was unknown, therefore a comprehensive answer could not be provided at present, however, the UHB was looking to widen knowledge in this area as much as possible.</p> <p>The CC asked all members to forward any further questions regarding this subject electronically and advised they would be actioned and responded to accordingly.</p> <p>Resolved that:</p> <p>(a) the Committee noted the Personal Protective Equipment (PPE) update.</p>	MI
HS 20/04/005	<p>Any Other Business</p> <p>The CC asked all Committee members to think about the role of the Health & Safety Committee during the pandemic, to feedback via email and advised this would be discussed with the UHB Interim Chair.</p>	ALL
HS 20/04/006	Date & Time of next Meeting <i>(to be confirmed)</i>	