



**CATEGORY OF PAPER**

<b>Specific action required:</b>	✓	<b>Provides Assurance:</b>	✓	<b>For Information:</b>	✓
----------------------------------	---	----------------------------	---	-------------------------	---

**Board of Directors' Meeting – 25/10/2018**

<b>Report title:</b>	Health and Safety Update Report
<b>Purpose of report:</b>	Provides an overview of the current position regarding Health and Safety & Claims
<b>Key issues:</b> <i>(key points of the paper, how this supports the achievement of the Trust's corporate objectives, overview of risk implications, main risk details on page 2)</i>	<p>The following report is presented to the Trust Board to provide an overview of the current position regarding Health and Safety. This report shall cover the following areas</p> <ol style="list-style-type: none"> <li>1. Accident statistics &amp; General observations</li> <li>2. RIDDOR reporting</li> <li>3. Current Litigation</li> <li>4. Workplace Inspections</li> <li>5. Outstanding hazards associated with workplace inspections</li> <li>6. Risk Assessments</li> <li>7. Strategic Health and Safety Committee</li> <li>8. Health and Safety Training</li> <li>9. Strategic impact (risks &amp; assurances)</li> </ol>
<b>Issue previously considered by:</b>	Some of the items included within the report have been previously discussed at the Trust Board and Strategic H&S Committee.
<b>Recommended actions:</b>	The Board is asked to note the content of the report and provide support for the areas of improvement, such as outstanding workplace inspections, members attendance at strategic H&S Committee, implementation of model risk assessments, support for managers to investigate H&S incidents.
<b>Sponsor / approving director:</b>	Joanne Baxter, Director of Quality & Safety
<b>Report author:</b>	Andy Lumsden, Health and Safety Manager

**Governance and assurance**

	Organisational Sustainability	Improving Quality & Safety	Workforce & Investors in People	Clinical Care & Transport	NHS 111 & Clinical Assessment Service	Comms & Engagement	
<b>Link to Trust Priorities:</b> <i>(please tick)</i>	✓	✓	✓	✓	✓	✓	
<b>Link to CQC / KLOE:</b> <i>(please tick)</i>	<b>Caring</b>		<b>Responsive</b>		<b>Effective</b>	<b>Well Led</b>	<b>Safe</b>
	✓		✓		✓	✓	✓
<b>Link to Trust values:</b> <i>(please tick)</i>	<b>Pride</b>	<b>Strive for excellence</b>	<b>Respect</b>	<b>Compassion</b>	<b>Take responsibility &amp; be accountable</b>	<b>Make a difference – day in &amp; day out</b>	

	✓	✓	✓	✓	✓	✓
<i>(Please explain how this paper supports the application of the Trust's values in practice)</i>	The engagement and involvement of our staff provides them with a sense of responsibility and accountability. Staff side engagement gives them a sense of Pride.					
<b>Any relevant legal / statutory issues?</b> <i>(Such as relevant acts, regulations, national guidelines or constitutional issues to consider)</i>	<p>Potential issues falling within the overarching Health and Safety at Work Act (HASAWA) etc 1974 and relevant subordinate regulations, particularly with</p> <ul style="list-style-type: none"> <li>- consultation regulations and the H&amp;S Committee;</li> <li>- relevant H&amp;S related training;</li> <li>- management of H&amp;S at Work Regulations</li> <li>- Regulatory Reform Fire Safety Order</li> </ul>					
<b>Equality analysis completed</b> <b>If this is not relevant please explain why:</b>	<b>Yes</b>	<b>No</b>	<b>Not Relevant</b>			
	✓					
<b>Key considerations</b>	<b>Details</b>					
<b>Confirm whether any risks that have been identified have been recognized on a risk register and provide the reference number:</b>	The risks contained within the report are captured within the risk and regulatory services team					
<b>Please specify any Financial Implications</b>  <b>Please explain whether there are any associated efficiency savings or increased productivity opportunities?</b>	<p>Financial implications are possible in relation to the risk of further litigation and/or enforcement action by regulators (HSE/CQC) for non-compliance in relation to both patient safety and staff/premises/activity safety. There are also financial implications in terms of accidents at work where staff are absent from work and or loss of equipment etc including vehicles.</p> <p>When Health and Safety systems are successfully implemented and followed this will facilitate cost improvement in relation to reduced litigation and uninsured loss. As stated above this is particularly applicable to staff absences due to accidents.</p> <p>Reducing accidents and involving staff in risk/H&amp;S management increases productivity/morale, because employees are healthier, happier, better motivated and take pride in their work benefiting patient care.</p> <p>Whilst financial savings are possible, these would be partnered by performance improvements due to higher morale and availability of staff/resources, appropriately maintained and better equipment and enhanced reputation for corporate responsibility among customers and communities.</p>					
<b>Are any additional resources required e.g. staff capacity?</b>	H&S Advisor now in post and going through local induction					

<p><b>Is there any current or expected impact on patient outcomes/experience/quality?</b></p>	<p>Failure to maintain and improve overall health and safety standards will impact on service delivery and patient/staff experiences.</p> <p>By ensuring our staff are safe and healthy at work increases morale and productivity whilst reducing absence thus giving the patient better service.</p> <p>Greater focus of health and safety will facilitate risk reduction and improve quality/safety for all stakeholders.</p> <p>Integrated and robust health and safety management systems and positive cultures will support productivity, service improvement and business development.</p>			
<p><b>Specify whether appropriate clinical and/or stakeholder engagement has been undertaken:</b> <i>(stakeholders could include staff, other Trust departments, providers, CCGs, patients, carers or the general public)</i></p>	<p>Health, Safety &amp; Wellbeing is an on-going area of engagement and involvement both internally and externally. This includes all management groups, staff, trade unions, regulators, partner agencies and service users.</p> <p>H&amp;S also liaise with external equipment providers to generate innovation and ideas for positive patient experience</p>			
<p><b>Are there any aspects of this paper which need to be communicated to our stakeholders (internal or external)?</b> <i>(Please tick – if 'yes' then please complete all boxes. Please briefly specify the key points for communication and ensure the Comms team are informed via <a href="mailto:publicrelations@neas.nhs.uk">mailto:publicrelations@neas.nhs.uk</a>)</i></p>	<b>Yes</b>	<b>No</b>	<b>Positive</b>	<b>Negative</b>
	✓		✓	
	<b>Proactive</b>	<b>Reactive</b>	<b>Internal</b>	<b>External</b>
	✓	✓	✓	
<p>Awareness needs to be raised of the importance and involvement for all staff in relation to health and safety</p>				