

University of Glasgow

Health Safety and Wellbeing Committee

Minute of Meeting held on Friday the 5th of December 2025 at 10am in the PMR

Present: David Duncan, Mark Wildman, David Harty, Phil Whitfield, Cyril Pacot, Donna Robertson, Christopher Kennedy, Steven Richardson, Barbara Welsh, Frank Chen, Naomi Gillies

In Attendance: Debbie Beales (Clerk), Aude Aumeunier (USR), Jethro Barclay (Security), Conall Rodgers (Security), Alec Mungall (TU observer), Jon McCue (CoAH)

Apologies: Mhairi Docherty, Gary Stephen, Jenna Millar, Sharon Burns, Simon Ambrose, Hazel Bookham, Paula McKerrow, Peter Haggarty, Katherine Allison, Iain Brown

Committee Business: The Committee welcomed the following guests to the meeting:

- Alec Mungall, UNITE TU safety rep
- Aude Aumeunier, Biological Safety Adviser, USR
- Conall Rodgers, Security Operations Manager
- Jethro Barclay, Security Operations Manager
- Jon McCue, CoAH Administration & Management Support Officer

This is Mark Wildman's last meeting as UNITE TU safety rep. He will be replaced at future meetings by another UNITE TU safety rep, possibly Alec Mungall.

1. Minutes of the Meeting held on 19th of September 2025

The Minutes of the last meeting were approved.

2. Matters arising

2.1 Action log update:

- *SAPO licence. Physical audit 7.10.25 covered under 2.2 COMPLETE*
- *USR Director's Report. Committee asked to email Clerk if additional information was needed. COMPLETE*
- *Sickness absence. MD to investigate high staff absence within US operations staff and lack of cancer absence stats within CoSS and CoSE. This action will carry on to the March 2026 meeting ONGOING*
- *HSWC ToRs. The Committee asked for the membership section to be amended to ensure the TU/Management split was correct. COMPLETE*

SAPO licence (verbal update AA) Aude Aumeunier informed the Committee that the UofG applied for a single, global SAPO license. This proved challenging as the license will cover 10 research groups over 2 Schools and 2 campuses. The application was followed by a physical inspection by the Health and Safety Executive (HSE) at the Garscube campus.

The HSE asked for clarification on several points before the new SAPO licence could be issued. The response has been submitted to HSE, and we await their response. As part of the inspection, HSE visited the CL3 Laboratories within the Garscube campus and found gaps in the maintenance regime. As a result, HSE had issued an enforcement letter.

Aude reassured the Committee that this letter is not an official notice and, as such, will not appear on the public register. A working group has been set up to address the points raised by HSE and Aude is satisfied that all issues will be addressed by the deadline date of the 23rd of March 2026.

3. USR Directors Report (Paper 1)

The Committee noted the Paper that was circulated.

Highlights include:

- People. Safety compliance within RPS has been the focus, with the Head of RPS now meeting the CPD requirement to act as Radiation Protection Adviser for the University. He is undergoing a fast-track programme to achieve the same standard for the appointment as Radiation Waste Adviser, currently being covered by the former Head of RPS. The post of RPS Technician has been approved and recruitment for this post has begun. David Scott, the Fire Officer within SEPS, is leaving the University at the end of December and this post is proving difficult to fill.
- Contractor accidents. There were 2 significant near misses during the period, and lessons learned were shared across the relevant teams and contractors.
- Audits. A new initiative of measuring compliance through chemical health check audits will provide a snapshot of technical compliance for key areas. 6 management safety audits have been completed in 2025, with a focus on CoSE. David Harty invited TU safety reps to attend future audits and asked that anyone interested should email him in the first instance.
- PEEPS. A new PEEPS system for students has been launched on Avanti. The PEEPS process for staff remains unchanged.
- Regulatory visits. This has been a heavily regulated period for USR with visits from HSE, SEPA, Counter Terrorism, and the Office of Nuclear Regulator (ONR). An update on the actions from the ONR report will be provided at the March meeting.
- Notable chemical incidents. There were 2 incidents within the JWNC, leading to the introduction of a chemical health check audit in October.

4. Occupational Health and Wellbeing Report (Paper 2)

The Committee noted the Paper that was circulated for information only.

Steven Richardson raised a concern around a potential conflict of interest regarding the provider of occupational health assessments and agreed to email Hazel Bookham, Head of Occupational Health his concerns.

5. Sickness absence stats (Paper 3)

The Committee noted the Paper that was circulated for information only.

6. Incidents involving violence/aggression (Paper 4)

The Committee noted the Paper that was circulated. Jethro Barclay informed the Committee that there were 6 incidents of violence/aggression reported to Security between the 1st of July to the 30th of September 2025. All incidents were resolved, with Police Scotland notified/in attendance where appropriate. The Committee discussed a rise in scams aimed at overseas students and the SRC agreed to share reports of these with Security. Jethro Barclay agreed to work with the Comms team to publish alerts on the matter.

7. Lone Activities Policy review (Paper 5)

The Committee noted the Paper that was circulated. David Harty (DH) asked the Committee to email suggested changes to him by the end of the calendar year. He will then email the amended version, with tracked changes, to the Committee prior to the next HSWC meeting in March 2026.

8. Travel Risk Assessment review (Paper 6)

The Committee noted the Paper that was circulated. David Harty asked the Committee to email any suggested changes to him by the end of the calendar year. He will email the amended version, with tracked changes, to the Committee prior to the next HSWC meeting in March 2026.

9. Any Other Business

- USHA guidance on good joint working with Trade Unions. Chris Kennedy informed the Committee that this guidance will be issued soon, and he will update the Committee at the next meeting.

10. Date of Next Meeting

The next meeting of the HSWC will take place at 10am on Monday the 9th of March 2026 at 10am in the Melville Room.