

University of Glasgow

Health Safety and Wellbeing Committee

Minute of Meeting held on Wednesday 26 May 2021 at 10:00 AM via Zoom

Present: Mr Ian Campbell, Dr David Duncan, Mr Paul Fairie, Mr Peter Haggarty, Mr William Howie, Mr Christopher Kennedy, Ms Paula McKerrow, Mr David McLean, Mr Cyril Pacot, Ms Aileen Stewart, Mr Dave Thom, Mr Graham Tobasnick, Ms Selina Woolcott, Ms Emma Linquist, Ms Ella McCabe, Mr Gary Stephen

In Attendance: Ms Debbie Beales, Mr Chris Ferguson (Senior Compliance Manager)

Apologies: Mrs Elise Gallagher, Mr James Gray, Mr John Neil, Ms Gillian Shaw

HSWC/2020/35 Minutes of the Meeting held on Wednesday 10 March 2021

The Minute of the meeting held on Wednesday 10th of March 2021 was approved.

HSWC/2020/36 Matters arising

HSWC/2020/36.1 Contractor activity (verbal update DH)

Mr Ferguson informed the Committee that this item is to be covered under Paper 7.

HSWC/2020/36.2 Centralisation of PAT (verbal update BM)

Mr Ferguson informed the Committee that Estates have purchased the necessary equipment for Portable Appliance Testing and training on the equipment has begun. The pilot, due to take place in the College of Social Sciences, has been postponed until September when there will be more staff on site. Mr Ferguson agreed to provide a report and an action plan for the September meeting of the HSWC.

HSWC/2020/36.3 Fire Prevention Report (Paper 1)

The Committee noted the Paper that was circulated. Mr Campbell informed the Committee that this report was presented to the Estates Committee and has been circulated to the HSWC for information only.

HSWC/2020/36.4 Sickness absence within operational staff (verbal report DH)

Mr Ferguson informed the Committee that further analysis of sickness absence within Estates operational staff showed no unusual anomalies to report. As more operational staff have been on campus during lockdown, due to the nature of their work, there will be a higher percentage of staff on sick leave than other areas who have been able to work from home.

HSWC/2020/36.5 MHFA training (verbal update SW)

Ms Woolcott informed the Committee that the University had been unable to deliver MHFA training for the last 15 months. This was because Public Health Scotland (PHS), the custodians of the programme since the beginning of last year, had been busy dealing with the current pandemic. As PHS are unwilling for the course to be delivered online, the University

is hoping to offer interim training in the next few months while PHS update the previous training model.

HSWC/2020/36.6 Colleague Wellbeing Strategy (Paper 2)

The Committee noted the Paper that was circulated. Ms Stewart informed the Committee that the Wellbeing Group, which met for the first time in April, had now split into 3 smaller groups and the next meeting would take place in a few weeks to move the strategy forward. Ms Stewart asked that the Committee read the draft TORs and email any feedback directly to Elise Gallagher.

HSWC/2020/37 OH Report (Paper 3)

The Committee noted the Paper that was circulated. Ms Stewart informed the Committee that the OHU department had been back on campus since Easter, focusing on health surveillance and student clinics. The 1st quarter of 2021 was very busy for referrals, made difficult as the department are down 2 clinical staff. Referrals took place via Zoom/telephone but are now starting to move to face-to-face meetings. Mental Health continues to be the highest reason for referral, followed by prolonged illness. Ms Stewart informed the Committee that, when compiling this report, it became clear that an additional category should be created to reflect the numbers of individuals referred to OHU because of Covid exposure or covid related anxiety. Moving forward, a new code has been created to ensure that covid related referrals are reflected in future quarterly stats.

HSWC/2020/38 SEPS Report (Paper 4)

The Committee noted the Paper that was circulated. Mr McLean informed the Committee that this SEPS Report contains 2 parts:

1. Accident stats which now includes violence statistics. Mr Stephen informed the Committee that there were 4 violent incidents in the previous quarter. The Committee asked if the stats for near misses can be split into dangerous and non-dangerous and Mr McLean agreed to investigate this for future reports.
2. Incident benchmarking which was requested at the last HSWC meeting. SEPS submit incident data to both Universities Health & Safety Association (USHA) and Scottish Universities Safety Advisers Group (SUSAG). Mr McLean informed the Committee that in interpreting the data in the report, they should be aware that the data is based on best efforts by many different institutions who collect and categorise raw data in different ways. Universities that are mainly involved in classroom teaching will have a lower incident rate than Universities more heavily involved in practical teaching and research. The University of Glasgow has life sciences teaching, a medical school and veterinary, dental and nursing students which results in considerably higher rates of sharps/animal injuries and spillages. These are the 3 main causes of minor injury to students.

HSWC/2020/39 EAP Report (Paper 5)

The Committee noted the Paper that was circulated. Ms Stewart informed the Committee that usage was still low despite many publicity drives over the last year. Although the Contract for the EAP provider is due for renewal, it had been agreed that PAM Assist would continue as the EAP provider while the University decide what the future service should look like.

HSWC/2020/40 Sickness absence stats (Paper 6)

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

HSWC/2020/41 Estates Committee Safety & Compliance Report (Paper 7)

The Committee noted the Paper that was circulated for information only. Mr Campbell informed the Committee that, as this report is shared with Court, the Committee should also have access to it.

HSWC/2020/42 Any Other Business

- Fire in the Wolfson Link Building. Mr Campbell informed the Committee that, following the fire at the Wolfson Building, Estates held a lessons learned exercise with SEPS and the College of MVLS. The cause of the fire was a faulty Bunsen burner where the gas shutoff point was not easily accessible. Mr Campbell agreed to share the results of the lessons learned exercise with the HSWC.
- Travel Policy update. Ms Woolcott informed the Committee that there had been a lot of changes to the Travel portal which would be formally launched in the next campus bulletin. The new Travel Policy is available on the SEPS website.
- Safezone App. Ms Linquist informed the Committee that there are a few areas around campus that are currently not covered by the SafeZone App. Mr Stephen agreed to work with Ms Lindquist to resolve this issue.
- Lighthouse Lab accreditation. Mr Fairie informed the Committee that, following a United Kingdom Accreditation Service (UKAS) inspection, the Lighthouse Lab had been awarded UKAS accreditation. UKAS are appointed by the UK Government to assess organisations who provide testing.
- Student accommodation for Covid quarantine. Ms McKerrow asked the Committee if there was any further information on using student accommodation to provide safe areas for students to quarantine on arrival from overseas. The Committee were assured that, if this takes place, there would be strict adherence to all Government rules and regulations for Covid quarantine.

HSWC/2020/43 Date of Next Meeting

The next meeting of the HSWC will take place on Wednesday 22nd September 2021 via Zoom.

Created by: Ms Debbie Beales