



**Health and Safety Committee**

Covid-19 Meeting

11 September 2020, 4.00pm

Minutes

**Present Members:**

Ms Fiona Ryland, Chief Operating Officer (Convenor)

Miss Hayley Boakes

Ms Sandra Bond

Ms Theo Bryer

Ms Sonia Buckingham

Mr Colin Byelong

Dr Rebecca Caygill

Dr Alun Coker

Miss Yasmeen Daoud

Dr Rachel Hadi-Talab

Mr Keith Harvey

Mr Max Hill, Director of Workplace Health

Mr Brian Kavanagh

Mr David Ladd

Dr Matt Lougher

Ms Carol Paige

Ms Hayley Ramsay, Deputy Head of Safety

Mrs Eira Rawlings

Ms Joanne Tapper

**Attendees:**

Mr Ian Dancy

Mr Richard Jackson

Ms Lorren Rea

11 September 2020

**Apologies:**

Ms Tansy Jones

Mr Duncan Palmer

Mr Paul Stirk, Head of Safety

**Part I: Preliminary Business**

**102 Minutes**

102.1 The Health and Safety Committee (HSC) approved the minutes of the meeting held on 25 August 2020. It was requested that the Trade Unions' reservations about people's compliance with wearing masks be added.

**103 Matters Arising (Paper 13-46)**

103.1 Arising from minute 94.1, report back to the next meeting on the feasibility of weekly antigen testing for all staff with a high interaction profile, the Convenor would include this in the paper on testing at the 23 September meeting.

103.2 Arising from minute 94.2, consider the request for a management representative from the Institute of Education to join the Committee in relation to the terms of reference. The Convenor would aim to complete this action by the next meeting.

103.3 Arising from minute 94.3, engage with the HR Employment Policy Team to produce a support and policy framework for people who are experiencing long term illness having contracted Covid-19 and make it available on the HR website, the Convenor would pursue this with the Executive Director of Human Resources.

103.4 Arising from minute 94.4, seek advice from the Re-opening team on occupancy levels when post-graduate students return to UCL, the Convenor would pursue this with the Executive Director of Human Resources.

103.5 Arising from minute 95.1, provide a report on the options for wider-scale testing for Covid-19 across UCL, this would be presented at the 23 September meeting.

103.6 Arising from minute 96.2, forward the breakdown of DSE assessment completion report to the Faculties Directors of Operations and Professional

11 September 2020

Services leads for information, this was due to be done on 17 September and would be confirmed at the next meeting.

- 103.7 Arising from minute 97.3, invite the Trade Unions to participate in the discussions between the working group informing the approach to preparing for and managing the impact of a further outbreak of Covid-19. The trade unions would be invited to a meeting that would be taking place in week beginning 14 September.
- 103.8 Arising from minute 99.3, brief Heads of Department on the revised guidance on use of PPE equipment at the next leadership forum, it was hoped that the Head of Safety would obtain a slot at the next leadership forum.
- 103.9 Arising from minute 100.3, update the link from the individual health assessment tool website to the face coverings policy, the Director of Workplace Health would do this at the earliest opportunity.

## **Part II: Strategic Items for Discussion**

### **104 Covid 19: UCL status update**

- 104.1 The Convenor summarised the latest developments in opening buildings and preparing the campus for the influx of students. An update was provided on the direction of the testing strategy, which would be described in detail in the paper being brought to the next meeting of the Committee following its presentation at CLT on 18 September.

### **105 Managing Covid-19 (Paper 13-47)**

- 105.1 Mr Ian Dancy presented a paper reviewing the principles for managing Covid-19 transmission associated with higher education.
- 105.2 Since circulation in the agenda, the review had been updated in response to the new 'higher education: reopening buildings and campuses' guidance issued by the government.
- 105.3 It was noted that as well as end of term, reading week would be a risk as it would see another return of students to regions and communities.
- 105.4 A meeting would be arranged to include the Trade Unions, for the further discussion of ventilation in basement rooms and rooms with a large maximum capacity.

11 September 2020

**106 Managing Covid-19 sickness absence (Paper 13-48)**

106.1 Ms Lorren Rea presented a paper considering how to deal with long term Covid-19 sickness absence and when those who are clinically extremely vulnerable should be required to return to campus.

106.2 The recommendations were approved by the Committee.

106.3 The Trade Unions supported the paper subject to accompanying guidance for managers being available and suggested that the paper be referred to the Joint Consultation and Negotiation Committee (JCNC) for further discussion.

**107 Self isolation with Covid-19 (Paper 13-49)**

107.1 Miss Hayley Boakes presented a paper describing the first positive Covid-19 case reported on-site in the Division of Biosciences and requesting guidance on improvements to local procedures.

107.2 It was reported that guidance would be released in week beginning 14 September that would address how departments should respond to a positive diagnosis of Covid-19.

**108 Individual risk assessment update (Paper 13-50)**

108.1 The Director of Workplace Health presented a paper responding to the Trade Unions' concerns regarding the individual risk assessment screening tool.

108.2 It was agreed that a self-referral process for the tool would be investigated and the issue of whether the highlighted age for an increased risk from coronavirus should be 50 or 70 would be explored again.

**109 Any other business**

The meeting finished at 5.00pm

Jon Blackman

September 2020