



Work Health and Safety Committee

27 May 2022, 2.05pm

Minutes

Present Members:

Ms Fiona Ryland, Convenor

Professor Erik Arstad, Chair, Radiation Safety Sub-Committee

Miss Hayley Boakes

Mrs Sonia Buckingham

Mr Colin Byelong

Dr Rebecca Caygill

Dr Alun Coker

Miss Donna Dalrymple, Interim Chief People Officer

Mr Ian Dancy, Chair, Fire Safety Sub-Committee

Mrs Joanne English

Mr Simon Galloway

Mr David Ladd

Dr Matt Lougher

Mrs Eira Rawlings

Mr Mike Sheppard, Chair, Infrastructure Safety Sub-Committee

Dr Rob Wilson

Attendees:

Mrs Sally Belcher

Mr Simon Cooke

Ms Rachel Fairfax

Mr Danny Patel

Apologies:

Ms Sandra Bond

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Dr Theo Bryer

Miss Yasmin Daoud

Dr Rachel Hadi-Talab

Mr Keith Harvey

Mr Max Hill, Director of Workplace Health

Ms Denise Long

Professor Ivan Parkin, Chair, Chemical Safety Sub-Committee

Mr Paul Stirk, Director of Safety Services

Ms Joanne Tapper

Mr Osman Teklies

Part I: Preliminary Business

73 Minutes

73.1 The Work Health and Safety Committee (WHSC) approved the minutes of the meeting held on 29 April 2022.

74 Matters Arising (Paper 8-41)

74.1 Regarding minute 54.7: provide an update on providing information on a standardised treatment to mitigate the risk of infection by antibiotic-resistant bacteria to students involved in dissection programmes, considering the potential for antibiotic resistance. It was found that this was not a significant risk as the hazard from bacteria was eliminated before the students were involved.

74.2 Regarding minute 58.2: provide further updates from the Infrastructure Safety Sub-Committee on the response to the findings of the compliance baseline audit of Estates infrastructure and maintenance. See minute 77.

74.3 Regarding minute 64.9: consider the Trade Unions' request that the workload model address stress management standards and be time based and minute 64.10: arrange for training to be provided for training to be provided for Heads of Department in staff workload management once a workload model has been produced by the working group. The Interim Chief People Officer stated that these elements would be incorporated into the establishment of the Workload Management Systems working group. A meeting would be

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arranged between the Trade Unions and Human Resources about the working group once the group had been established.

- 74.4 Regarding minute 67.2: Share the lessons learned from the fire incident at the Institute of Ophthalmology with the committee. See minute 76.
- 74.5 Regarding minute 67.3: Review the resource requirements of the fire safety team and update the committee. The Chair, Fire Safety Sub-Committee reported that an update would be provided at a later meeting of the Committee.
- 74.6 Regarding minute 69.2: write to the staff involved with the HSE inspection at the Division of Infection and Immunity at the Royal Free Hospital to congratulate them on its success. This had been done.
- 74.7 Regarding minute 71.4: discuss the derogation request from the HSE inspection for 1 Wakefield Street. Information from the HSE that the derogation was not required had been shared. Confirmation in writing had been requested by Damian Johnson; Rachel Fairfax reported that all the available information had been given.
- 74.8 Regarding minute 71.5: produce a report summarising the resolution of the Institute of Prion Diseases Containment Level 3 laboratories incidents/HSE inspection issues. An update had been provided for this meeting; a full report would be provided once the investigations had been completed.
- 74.9 Regarding minute 71.6: investigate if there was any way of assessing whether any staff had been exposed to long-term effects of prion exposure due to the Institute of Prion Diseases Containment Level 3 laboratories incidents. Damian Johnson, safety manager for the National Prion Clinic (the national referral clinic for prion diseases), had advised that there was currently no suitable routine OH surveillance for prion diseases. To his knowledge none of the incidents had resulted in a greater likelihood of exposure to prion infected material as such work was not taking place at the time.

Part II: Strategic Items for Discussion

75 UCL Covid-19 outbreak response

- 75.1 Mrs Sally Belcher reported that there had been no outbreaks. The Convenor stated that the UCL Covid-19 outbreak response would no longer be a standing item on the agenda.

76 Fire incident - lessons learned (Paper 8-42)

- 76.1 Mr Simon Cooke presented a paper on the lessons learned from the fire in a laboratory in the Institute of Ophthalmology.
- 76.2 It was agreed that a schedule of fire safety training would be implemented.
- 76.3 As the cause of the fire was an electric fan heater, a communication would be issued on the use of these in offices. The fact that such heaters were available to order on the UCL eMarket Place would be raised with Procurement.

77 Compliance audit action plan update (Paper 8-43)

- 77.1 Mr Mike Sheppard presented a report summarising the progress against the action plan issued following the UNIAC compliance baseline audit of Estates infrastructure and maintenance.
- 77.2 A further update would be provided in October or November.

78 Items for discussion from the Trade Unions

- 78.1 The Trade Unions raised the importance of developing clear policies (including training for managers) on the issue of menstrual/menopause symptoms and their effect on workplace experience and sick leave. It was agreed that a meeting would be arranged between the Director of Workplace Health and the Trade Unions.
- 78.2 The Trade Unions asked what the university's ventilation policy would be in the long term. It was reported that Estates Division would earmark funds to continue work on ventilation improvements. A status report on the work carried out so far and the work planned would be provided at the next meeting.
- 78.3 The Trade Unions asked if there was a policy on moving offices. It was agreed that a set of principles would be developed to help promote user engagement.
- 78.4 The Trade Unions reported that there was no staff canteen in the Institute of Education. It was agreed that the Students Union would be contacted regarding the short-term and long-term solutions for a return to normal staff rest/eating facilities at the building.

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Part III: Other Business for Approval or Information

79 Any other business

79.1 No other business was raised.

The meeting finished at 3.05pm

Jon Blackman

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