

University of Glasgow

Health Safety and Wellbeing Committee

Minute of Meeting held on Friday the 20th of September 2024 at 10am in the Melville Room.

Present: Sharon Burns, Christopher Kennedy, Mark Wildman, Iris Duane, Simon Ambrose, Phil Whitfield, Cyril Pacot, Steven Richardson, Selina Woolcott, Gary Stephen, Hazel Bookham, Bruce Jolliffe

In Attendance: Debbie Beales (Clerk), Barbara Welsh, Chris Ferguson, Aude Aumeunier, Alex Shearer, Jethro Barclay, Fiona Millar

Apologies: Paula McKerrow, David Duncan, David Harty, Jenna Millar, Mhairi Docherty

1. Minutes of the Meeting held on 31st of May 2024

The Minutes of the meeting held on the 31st of May 2024 were approved.

2. Matters arising

2.1 Estates Safety Report (Paper 1)

The Committee noted the paper that was circulated for information only. Highlights included:

- *People. The compliance team is now at full strength with the recent appointments of Jane Kennedy (Compliance Adviser Fire) and Claire Lowe (Compliance Adviser Construction & General Safety).*
- *Fire safety. A significant programme of fire door and fire stopping repairs have been completed within all buildings prioritised as higher risk. Further buildings are due to begin soon.*
- *Asbestos removal is due to start within the former steam ducts at the Kelvin, Davidson and Joseph Black buildings.*

3. Occupational Health and Wellbeing Report (Paper 2)

The Committee noted the paper that was circulated for information only. Highlights included:

- Seasonal influenza vaccinations. Over 2000 staff have expressed an interest in receiving the vaccines. Clinics are due to take place at Gilmorehill, Garscube and SUERC between October and December. There is a possibility of a clinic at the Dumfries Campus and there will be mop up sessions on the main campus from January to March 2025.
- Digitisation programme. This remains on track, with training scheduled for staff within OHU. The system will go live in October 2024.
- Health surveillance. The Committee discussed a potential issue where those conducting risk assessments are sometimes unaware of the importance of health surveillance for staff. SEPS/OHU agreed to work with relevant areas to raise awareness.

4. SEPS Report (Paper 3)

The Committee noted the paper that was circulated for information only. Alex Shearer, as the new author of the paper, asked the Committee to provide him with feedback on what information is and isn't useful for future reports. Highlights included:

- There were no RIDDOR reportable incidents in the period April to June 2024.
- Staff investigating a Stage 1 oxygen alarm encountered 2 students retrieving samples of liquid nitrogen from the area. This was despite the alarm sounding in response to an oxygen level of 18%. This highlighted a training issue where only new staff/students completing their induction receive safety training and existing staff/students are not. The College are working to rectify this.
- Discarded needle in loading bay of Molema Building. Rough sleepers and drug users are a known issue here and Security regularly patrol this area. An intermediate control room with CCTV is planned to catch potential issues before they escalate. Infra-red sensors at the gate are an option, and a subgroup including Gary Stephen, Chris Ferguson, Simon Ambrose and Mark Wildman agreed to convene to discuss this issue further.

5. Audit update (Paper 4)

The Committee noted the paper that was circulated for information only. The Committee were asked to chase up any areas that are still to progress with their actions.

6. Sickness absence stats (Paper 5)

The Committee noted the paper that was circulated for information only. The Committee noted that the College of Arts and Humanities absence levels had risen from 1.7% on the previous report to 2.3% this quarter. The Clerk agreed to ask for further clarification from PODs and will report back to the Committee.

7. HSWC Terms of Reference (Paper 6)

The Committee noted the paper that was circulated. The Committee discussed the fact that there are now more management reps than TU reps on the committee. Selina Woolcott agreed to look at this in more detail and asked that all comments on the current ToRs be emailed to her by Friday 4th October. The amended document will be published on the US&R website.

8. EAP provider update (verbal FM)

Fiona Millar from P&OD attended the Committee to address several BBC news articles regarding the University's EAP provider, Health Assured. PODs are working with Health Assured to ensure that individual staff information has not been affected. Fiona updated the Committee with the following information:

- The first BBC article was published in March 2024 when an allegation was made that calls from vulnerable people to Health Assured were not always handled properly at the triage stage with users not always offered appropriate therapy. At this point, Health Assured were externally audited and no evidence of this was found. The University of Glasgow have requested a copy of the findings of the audit but haven't received any documentation currently.

- A second article alleged that calls were being listened into without the callers knowledge or permission. Health Assured confirmed this allegation but stated that this was to ensure that triage was being completed correctly. Health Assured have informed the University of Glasgow that at this stage, the caller was anonymous, and no personal details were known. The University of Glasgow was unaware that this was taking place and have been assured that this will not happen again.

Fiona informed the Committee that the University has taken the decision to continue using Health Assured as their EAP provider for the next 12 months, when the re-tender process is due. The University feels that this option is preferable to not having an EAP provider at all while a re-tender process takes place. The University is due to meet with Health Assured on the 22nd of October 2024 and Fiona welcomed the TU safety reps on the Committee to attend this meeting. The TU reps at the meeting stated that, whilst the allegations are not ideal, they are happy that due diligence is being done and thanked Fiona for the meeting invite.

The Committee were informed that none of these incidents had involved employees from the UofG. Service usage has not dropped despite the allegations, and this will continue to be closely monitored.

9. James Watt Fire Management System outage (Paper 7)

The Committee noted the paper that was circulated. The paper outlined the timeline of the fire safety management system failure in the James Watt South Building from Friday the 16th to Saturday the 24th of September.

Selina Woolcott informed the Committee that this was a major outage which led to access of the building given to essential/critical staff only. Those considered essential were instructed to download the SafeZone app and sign in and out of the building. On the 22nd of September the decision was made to fully close the building until the fire safety management system was fully functional. The incident flagged up some business continuity issues which will be discussed further at the next meeting of Business Continuity & Resilience Board.

The Committee thanked everyone involved in the incident for their hard work and agreed that a half day post incident review should take place as soon as possible.

10. AOB

10.1 *Introductions.*

The Committee welcomed Aude Aumeunier who will join SEPS in November as the new Biological Safety Adviser. Aude is already experienced in this field as the Biological Safety Manager at CVR. Aude also worked closely with Alice Gallagher, the previous BSA at SEPS, and her knowledge will be invaluable.

The Committee welcomed Bruce Jolliffe, who replaces James Gray as the new Head of Radiation Protection Service at the University. Bruce has been in post for 2 months observing how the service interacts with the many different user groups, with an eye on improvement of service provision.

10.2 *JMS/Library Security issues.*

The Committee discussed recent events within the JMS Building where local school children caused disruption. The Police were involved, and charges brought. School children from that school are now excluded from the building. In the event of a similar

incident, outreach staff are advised to press the red button on the SafeZone app to alert Security and not to attempt to remove the intruders themselves.

The Committee discussed similar issues of intruders within the Library. The Committee asked that Library staff use SafeZone in these instances as Security currently have no data on record to support that this is an issue. There was mention of new library job descriptions including policing of entrances, and TU safety reps were advised to raise this with Susan Ashworth, Executive Director of IS, in the first instance.

10.3 Suicide prevention strategy.

The Committee discussed the University's suicide prevention strategy and Selina Woolcott and Barbara Welsh from UNISON agreed to meet to discuss this matter and how Sport can be further involved.

10.4 Lift access.

The Committee discussed the lack of a lift in the Molema Building Peter Haggarty assured the Committee that Estates are actively investigating this matter to resolve it as soon as possible.

11. Date of Next Meeting

The next meeting of the HSWC will take place at 10am on Friday the 6th of December 2024, in Committee Room 251, Main Building.