

BANGOR UNIVERSITY

HEALTH AND SAFETY COMMITTEE

Meeting: 19th February 2010

Present: Dr A R Beaumont (Chair), Miss S Barnes, Mr I Connor, Mr J East, Mr E Evans, Mr S George, Mr M Goodwin, Dr J Latchford, Mrs L Meadows, Ms C Monks, Dr L Murphy, Mr J Patton, Miss E Riches, Mr E W. Roberts, Dr G Roberts, Mr S Roberts, Mr I Salisbury, Mr G W. Jones (Secretary).

Apologies: Mr R Behi, Dr G Clarke, Mr H Ellis, Mr D N Fordham, Mrs L Fowlie, Mr P Hogan, Mr J Jackson, Dr D M Roberts, Prof P Spencer, Mr A Williams, Dr D Wright.

342. MINUTES

The Minutes of the last meeting, held on the 6th November 2009, were taken as read, confirmed and signed.

343. MATTERS ARISING

(a) Minute 337 College and Departmental Health and Safety Self Evaluation Report:

A Working Group will now be set up to review the findings of the 2008 Report and consider ways forward.

(b) Minute 339 Health and Safety Policy:

The University wide consultation period has been extended to 10th March 2010.

(c) Minute 341(i) Fire Alarm Pager:

It was noted the pager system had been installed but had since created interference with the pager systems on Safle Normal. Estates & Facilities are to investigate.

344. REPORT BY RADIATION HEALTH AND SAFETY SUB-COMMITTEE AND BIO HAZARD UPDATE

A Presentation was given that outlined the following items:

- i. The challenges facing the University in controlling the risks associated with Ionising Radiation and Biological hazards, and in complying with complex and demanding legislation.
- ii. The progress made towards achieving best practice in the control of risks associated with Radon, X-rays and open sources of radiation.
- iii. The production of new guidance, produced in a form which is more understandable and accessible to non-native English speakers.
- iv. The near completion of the Biological Hazards Review, with many structural and operational issues already addressed. It was noted the Review has been suspended to develop a Biological Hazards training package (now complete), which was identified as a key requirement in controlling the risks associated with hazardous biological agents.

- v. The introduction of user friendly information and online training in the completion of COSHH Assessments for the control of risks associated with the use of hazardous chemicals. Further work is required to identify training needs in those Colleges using hazardous chemicals. Central co-ordination of training provision would enable greater sharing of expertise and resources.

The presentation and report was welcomed by the Committee and it was noted the Biological Safety Officer and Radiation Protection Officer roles were an addition to Dr J Latchford's role as Health and Safety Officer for the College of Natural Sciences.

It was further noted that the re-organisation of the Department of Health and Safety Services to create the post of Health and Safety Support Officer (HSSO) was seen as a positive step towards supporting Colleges in providing an additional resource to address complex University wide health and safety issues. It was noted the HSSO had played a key and sometimes lead role in facilitating improvements in the management of radiation, chemical and biological hazards.

- vi. The Committee proceeded to consider two new Policy Standards, The Ionising Radiations (open sources) Policy Standard & Management System, and the Radon Management Policy Standard.

After due consideration **it was agreed** both Policy Standards should be adopted from 1st April 2010.

345. REPORT BY THE SAFETY EXECUTIVE TASK GROUP

A report by the Task Group was received and in particular, the following items were noted:

- i. The continual review and update of the Corporate Risk Assessment.
- ii. A review of responsibility and management of Centrally Timetabled Space is being undertaken

346. HEALTH AND SAFETY SERVICES REPORT

The following key items were noted:

(a) Health and Safety Group Awards

The success of the North West Wales Health and Safety Group, meetings of which are facilitated and organised by Health and Safety Services, in winning the following awards in recognition of its support of local business:

- i. Winner - Best Overall Programme.
- ii. Highly Commended - Best Seminar / Workshop.

(b) The Occupational Health Awards 2009

The success of Health and Safety Services against stiff competition from other national organisations, such as E-on and BT, in winning the following awards for its promotion and support of health and well-being:

- i. Overall Winner.
- ii. Best in Category Award - Health Promotion and Well-being.

The following promotional activities, supporting the Health Agenda in line with the H&S Strategy were instrumental in HSS being awarded the Occupational Health Awards:

- Pathways to Health.
- Breath of Fresh Air and Alcohol Awareness.
- Weight Loss Challenge.
- Back Care Club.
- Back Stroke.
- Gym Time.
- Summer Time Walks.
- Yoga.
- Mindfulness.

It was agreed to provide a copy of the submission for the 2009 Health Award to Council.

(c) Disability Support and Mental Health

It was noted a Workshop to raise awareness of mental health issues amongst staff had taken place and been well received.

347. SWINE FLU REPORT

The findings of the Review undertaken to assess the impact and management of swine flu at the University was discussed.

It was highlighted that the Review produced positive and constructive comments. Responses were particularly positive in relation to the University's communications and actions.

It was noted that staff sickness absence numbers as a result of 'colds and flu' had been no higher during the key swine flu period than in the previous year, which indicates the impact of swine flu was not significant.

348. DEFIBRILLATOR INCIDENT REPORT

It was reported that Maesglas [Sports Centre] staff had recently saved the life of a client who was participating in a supervised exercise class. This is the second time the training and competence of staff at the Centre have been used to resuscitate a client through use of CPR and a defibrillator.

The Committee commended the staff and it was noted that the Safety Executive Task Group had already written to the staff to express appreciation of the University.

A discussion ensued on the availability of Defibrillators and **it was agreed** to review the need for additional units in other areas of the University.

349. ANY OTHER BUSINESS

- i. Accidents and Incidents: It was noted the following two accident and incidents had occurred within the Students' Union and were being investigated:
 - Sub Aqua Club – a student had received de-compression treatment following a dive. The circumstances around the incident are being investigated jointly with Health and Safety Services

- Serendipity – two students had been taken to hospital following accidents on the inflatable assault course.

- ii. Medical Sick Notes: It was noted from April 2010 traditional sick notes are to be replaced with Fit Notes, which should now include GP’s advice on how to support an early return to work.

- iii. Alun Roberts Building: Concern was expressed at the cold temperatures in parts of building. The Director of Estates indicated that local temperature control was difficult in some areas of the University’s Estate but that more modern control systems were being installed whenever the opportunity allowed. He advised that staff should contact the Estates helpdesk when issues of this type arose. He made it clear that the University does not recommend the purchase or use of space heating equipment for offices, independent of the central heating system.