

# BANGOR UNIVERSITY

## HEALTH AND SAFETY COMMITTEE

**Meeting:** 20<sup>th</sup> May 2011

**Present:** Dr D Assinder, Miss S Barnes, Mr R Dart, Mr J East, Mr D Fordham, Ms L Fowlie, Ms D Giles, Mr M Goodwin, Dr J Latchford, Mrs L Meadows, Ms C Monks, Dr L Murphy, Mr J Patton, Ms E Riches, Dr D M Roberts, Dr G Roberts, Mr S Roberts, Prof P Spencer, Mr G W Jones (Secretary).

**Apologies:** Prof J Hughes, Prof M Khan, Mr E Roberts.

### 376. MINUTES

The Minutes of the meeting, held on the 18<sup>th</sup> February 2011 were taken as read, confirmed and signed.

### 377. MATTERS ARISING

(a) Minute 367(a) Centrally Timetabled Spaces:

A Working Group has been established to review concerns relating to centrally timetabled spaces.

(b) Minute 367(b) Biological Hazards Review:

It was noted the HSE Specialist Inspector for GM Hazards visit scheduled for March 2011 had been cancelled. A new date has not been set.

(c) Minute 369 Policy Standards for Approval:

It was noted that an on-line system, which will support the overseas travel risk assessment and University insurance process, is under development.

(d) Minute 373(i) Non-Smoking Policy:

A number of new signs have been placed near building entrances. In addition, site tours have been undertaken in conjunction with Estates and Facilities and site users to discuss individual site options. The matter will be considered at the next Safety Executive Task Group.

### 378. REPORT FROM THE SAFETY EXECUTIVE TASK GROUP (SEG)

The following significant items have been discussed since the last Committee meeting:

- i. The existing Corporate Risk Assessment has been developed into the Corporate H&S Risk Assessment and Planning Model. This not only identifies risk and actions but also sets standards in risk areas. It was noted the HSE views Bangor University amongst the leaders in this area.
- ii. SEQOHS – Safe Effective Quality Occupational Health Service: The Task Group supported the initiative to attain SEQOHS status. The first meeting of the Working Group has taken place to agree a strategy with regards to the University's Occupational Health services achieving formal accreditation through the new Quality Assurance Standard.

### **379. RADON REPORT**

A brief summary of the University radon survey and final Report were given. It was noted the University had acted very quickly when radon was identified as a risk in the Bangor area by undertaking an in-house survey, which proved to be more cost effective due to the local knowledge of those undertaking the survey.

All occupied buildings (as of December 2010) have now been surveyed, with tailored information provided to staff where radon measurements were identified above the action level. Radon mitigation measures are either in place or under development in discussion with Estates and Facilities and the University's Radiation Protection Adviser.

It was noted that the University is in an 'excellent position' to cope with any changes in radon risk advice from the Health Protection Agency and any changes to action levels.

The Registrar thanked Dr John Latchford and Suzanne Barnes for their pragmatic and proportionate approach to dealing with radon hazards across the University estate.

### **380. ANNUAL HEALTH AND SAFETY REPORT**

A summary of the Annual Report was provided and the following key items were noted:

- i. Fire Activation Rates: These are at their lowest since formal recording began, with Halls false alarm activations 49% lower than the HE sector average.
- ii. Accident and Incident Rates: It was noted that there is a slight increase in accidents involving injury from 84 to 95 in 2010, however this may be attributed to the increase in staff and student numbers. The University still compares favourably with other HE Sector institutions.
- iii. RIDDORS: The number of accidents and incidents reported to the Health and Safety Executive (HSE) reduced from 12 to 7 in 2010. It was noted that two of the three student RIDDORS were attributable to a single event.
- iv. Staff Training: Attendance figures have increased significantly from 572 to 880 in 2010 with feedback being very positive.
- v. Staff Health Checks: Since 2007 approximately a 1000 staff have received Health Checks. The information gained from these not only provides the member of staff with valuable and tailored advice but also enables the Health Agenda to focus on identifiable staff health needs. The health initiatives continue to be well received and increasingly innovative.
- vi. HSS: The department continues to focus on providing tailored and purposeful support to Colleges, Departments and Schools, identifying how health and safety can be improved and efforts can be best directed.
- vii. Challenges Ahead: In light of the HSE's 30% cut it is envisaged the HSE will move towards an enforcing role with general support / advice provided via their Website. This could result in more enforcement action as the HSE is more likely to visit for reasons of enforcement as opposed to providing advice.

The Report was welcomed and in particular the previous Chair's comment regarding maintaining standards to ensure the health and safety of staff and students, in a time of financial cuts was reemphasised.

### **381. ANY OTHER BUSINESS**

The following items were noted:

- i. NWWHSG Conference 'The Ever Changing World of Health and Safety' will take place on 15<sup>th</sup> September 2011. Further information is available on the HSS Website.
- ii. The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)

are currently under review to change the current 'over 3 day' injuries to 'over 7 days' injuries.

**382. HEALTH AND SAFETY COMMITTEE DATES 2011 – 2012**

Wednesday 9th November 2011, 2pm, Council Chamber

Wednesday February 8th 2012, 10am, Council Chamber

Wednesday 23rd May 2012, 10am, Council Chamber