



HEALTH AND SAFETY COMMITTEE

11 April 2017

MINUTES

PRESENT:

Ms Theo Bryer
Ms Jillian Deans
Mr Duncan Kennedy
Ms Tamsin Piper

Mr Rex Knight (*Convenor*)
Dr Alun Coker
Mr Brian Kavanagh
Mr Doug King
Mrs Elizabeth Sutton-Klein

Mrs Vanessa Curtis
Mr Peter Kelly
Mr David Ladd

In attendance: Mr Simon Cooke (Fire Safety Manager), Mr Matt Hall (Safety Adviser), Mr Richard

22.2 The Fire Safety Manager summarised the standard and guidance including a permissioning procedure.

22.3 **Approved** – the above standard and guidance.

23 **CHANGES TO FIRE DRILL DELIVERY AT UCL**

[PAPER 3-05]

Mr Simon Cooke (Fire Safety Manager) was in attendance for this item.

23.1 **Received** – a proposal for the above.

23.2 The Fire Safety Manager detailed the changes to drill delivery at UCL, with full-evacuation fire drills to take place in line with the building risk profile, supplemented with targeted non-evacuation drills to ensure equivalence with the current arrangements.

24 **SCHOOL OF PHARMACY HYDROGEN INCIDENT**

[PAPER 3-06]

Mr Matt Hall (Safety Adviser) was in attendance for this item

24.1 **Received** – a report on the above.

24.2 The incident was described and recommendations explained, including the recommendations for management controls of future installations of hazardous gases and the control of compressed gases that have been made and agreed with the School of Pharmacy. Safety Services plan to audit the arrangements for the safe use of hazardous gases (flammables, toxics and asphyxiants) at UCL.

25 **CHANGES OF USE IN CRUCIFORM BUILDING**

[PAPER 3-07]

25.1 **Received** – a report

25.2 The trade union representative for UCU stated his concerns regarding the redevelopment of the Cruciform interactive wing which houses the Cruciform café, including closure of the café, the effect of a likely repeat of the excessive temperatures experienced last summer and the increased workload for existing staff.

25.3 The Director, Sustainability confirmed that the failures that had resulted in the over-heating had been identified and were to be addressed. It was agreed that the trade union representative would discuss his concerns with the Estates project manager.

[Post-meeting note: the project officer had arranged for the infrastructure matters to be placed on the Estates Board for the Interim DRI hub]

- 26.2 A trade union representative for UCU made a request for more regular reporting of stress and workload issues.
- 26.3 It was noted that that one suggested source of information, exit interviews, were not currently captured but this could be pursued by HR. It was agreed that relevant data from HR should be included in the quarterly performance report at the next meeting. **ACTION: Steve Tidmarsh**

27 **QUARTERLY PERFORMANCE REPORT**

[PAPER 3-09]

Mr Steve Tidmarsh (Safety Adviser) was in attendance for this item.

- 27.1 **Received** – the above named report.
- 27.2 It was requested that in future the bar charts contain directly comparable graphs

30 DATE OF NEXT MEETING:

30.1 18 July 2017 at 2.00 pm

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