

Ms Yasmeen Daoud

Dr Rachel Hadi-Talab

Mr Keith Harvey

Mr David Ladd

Dr Matt Lougher

Mrs Hayley Ramsay, Deputy Head of Safety

Ms Joanne Tapper

Mr Osman Teklies

Dr Rob Wilson

Attendees:

Mr Dev Agarwal

Mr Michael Jorge

Ms Karen Smith

Mr David Stevens

Mrs Rebecca Whitham

19 July 2021

Apologies:

Dr Matthew Blain, Executive Director of Human Resources

Mr Max Hill, Director of Workplace Health

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regarding lateral flow testing to an emphasis on 'should,' or of weekly emails on Mondays to encourage staff and students to be tested, or posters going up

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- 92.1 The Convenor presented a paper summarising UCL's operational response to the Government guidance on the final easing of COVID-19 restrictions, including the removal of social distancing, face coverings and self-isolation.
- 92.2 The Trade Unions commented that they felt social distancing should be maintained and face coverings worn indoors; the Convenor agreed to take the recommendation to PHAP. The Trade Unions asked if the provision of FFP2 masks could be extended to teaching staff; the Convenor agreed to take follow up on the availability and suitability of the masks for that purpose and let the Committee know the outcome. Alternative clear face coverings were to be sourced as the ones that had been used were unsuitable.
- 92.3 The Convenor agreed to arrange for the university's policy on vulnerable staff to be included in 'The Week@UCL.'

93 UCL Symptom-free Testing (Paper 11-57)

- 93.1 Mrs Rebecca Whitham presented a paper on the Department for Education's update (released 14th July) on testing expectations for higher education settings over the summer break and the return to campus.
- 93.2 The current Government guidance would continue until the end of September, arrangements for after that period had not been confirmed but may well be extended. Government policy-permitting, UCL has planned for on-site testing to be available for the first half of the autumn term; and for self-test kits to be available for collection by staff/students for as long as this offer is available to us.

94 Items for discussion from the Trade Unions (Paper 11-58)

- 94.1 The Trade Unions presented a report on their inspection of 20 Bedford Way (UCL Institute of Education) that took place on 9 July. A written response would be provided by Estates Division to the questions raised in the report.
- 94.2 It became evident that asbestos warning stickers could be misinterpreted, as there wasn't widespread knowledge of their meaning and the actual/possible location of asbestos in the places where they were displayed. A communication addressing this and the importance of checking the UCL asbestos register if there were concerns about the potential presence of asbestos in a building, would be issued.

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- 94.3 A communication would also be produced on the importance of reporting problems with the repair of buildings to Estates Maintenance, and of recording any associated incidents on riskNET.
- 94.4 In response to the issue of the uncertainty felt by building users about how and if ventilation is provided in rooms in 20 Bedford Way, UCL Estates confirmed that when a maintenance report is received requesting verification of whether a room is ventilated, the Division would check that the ventilation was working.
- 94.5 As an open action already exists (see min. 90.1 above) to make laboratory managers and Departmental Safety Officers aware of the line of responsibility for dealing with ventilation issues and encourage people to use the Estates maintenance helpdesk to report the issues, the communication's audience would be widened to all staff.
- 94.6 A paper would be produced for the next meeting on the use of CO₂ monitors to monitor poor ventilation.

95 Quarterly performance report (Paper 11-59)

- 95.1 Mr Dev Agarwal presented a report on health and safety performance data for the third quarter of the academic year 2020/21.
- 95.2 The Trade Unions commented that the validation rate of DSE assessment remained low and that staff had reported not knowing who should validate completed self-assessments. Safety Services agreed to look in to improving the completion rate and to include the topic in their next newsletter.
- 95.3 In response to a comment that users were not confident in signing off incidents on riskNET, it was reported that new automatic email reminders were to be sent on the system and a 'how to' video was being developed.

96 FaceFit Train the Trainer Training Programme (Paper 11-61)

- 96.1 Mr Dev Agarwal presented a paper describing the proposed Face Fit 'Train the Trainer' training programme, allowing UCL Safety Services to train faculty face fit testers in qualitative fit testing.
- 96.2 The Committee approved the proposed programme.

97 Any other business

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97.1 The Workplace Health quarterly report (paper 11-60) of monthly data was postponed until the next meeting.

The meeting finished at 10.30 am

Jon Blackman

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