

31 March 2022, 11.30am

Minutes

Ms Fiona Ryland, Convenor

Professor Erik Arstad, Chair, Radiation Safety Sub-Committee

Dr Matthew Blain, Chief People Officer

Ms Sandra Bond

Dr Theo Bryer

Mr Colin Byelong

Mr Ian Dancy, Chair, Fire Safety Sub-Committee

Miss Yasmin Daoud

Mrs Joanne English

Mr Simon Galloway

Mr Keith Harvey

Mr Max Hill, Director of Workplace Health

Mr Damian Johnson

Mr David Ladd

Ms Denise Long

Dr Matt Lougher

Professor Ivan Parkin, Chair, Chemical Safety Sub-Committee

Ms Tracy



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- 54.2 Regarding minute 45.2: in light of the culture change in staff sickness absence encouraging staff to stay at home if feeling unwell, bring the results of the review of absence processes to a future meeting. See minute 57 below.
- 54.3 Regarding minute 45.2: bring a summary of Covid-19 absence (including period of absence) since the onset of tracking to the next meeting. See minute 55 below.
- 54.4 Regarding minute 47.3: pursue the issue of air handling units being shut down by engineers during fire alarm tests with the Estates Area Facilities Manager



- 55.1 The Director of Workplace Health reported that there were four ongoing outbreaks in student accommodation. Since the last meeting there had been 9 outbreaks, all except one in student accommodation. With regard to the request made at the last meeting for a summary of Covid-19 absence (including period of absence) since the onset of tracking, this would be addressed at the next meeting as it required further analysis.
- 56.1 The Chair, Infrastructure Safety Sub-Committee presented a paper providing an update on the servicing of Automated External Defibrillators (AEDs) on the UCL estate. The paper had been postponed from earlier meetings.
- 56.2 It was agreed that there would be information displayed by AEDs stating how staff should report faults or damage to the devices.
- 56.3 It was agreed that the Estates Customer Helpdesk staff would be made aware of a procedure for dealing with requests to install an AED at a new location and one of the devices would be installed near the Pears Building.
- 56.4 It was established that Safety Services were responsible for AED policy, with Estates Division providing the asset register and maintenance and producing a new central register and location map of AEDs
- 57.1 Ms Laura Tomson presented a paper detailing a review of current Human Resources COVID-19 policies in line with the Government's removal of COVID measures which proposed the removal of UCL's COVID-19 policies for absence and a return to normal, including ceasing the requirement for routine testing before attending our buildings. The paper also proposed a campaign to encourage staff and students to stay at home if unwell. Mask

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58.1 The Chair, Infrastructure Safety Sub-Committee presented a paper providing a summary of the findings of a compliance baseline audit of Estates infrastructure and maintenance that was completed in February. A list of actions already set in motion and an executive summary of the main action plan were also provided.

58.2 The Infrastructure Safety Sub-Committee would provide further updates in reports to the WHSC.

59.1 The Trade Unions asked that with the withdrawal of COVID-19 special paid leave, there should be a 1 increase in the threshold for triggering sickn( )Tj7 (y)4 (.Tj0 012 TV

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- 59.6 The Trade Unions asked that the ISD Termly Increment Planning Event to be held in late April have in-person attendance made optional, with online access. A ventilation audit of the venue before the event and the provision of CO<sub>2</sub> monitors were also requested.
- 59.7 The Convenor reported that remote access was now available although in-person attendance was preferred. The Chair, Infrastructure Safety Sub-Committee agreed to try to arrange for a ventilation audit and the provision of CO<sub>2</sub> monitors.
- 59.8 The Trade Unions requested reassurance that the repeated instances of Estates Division maintenance staff switching off critical safety systems in CL3 laboratories without warning were being investigated with urgency. The Chair, Infrastructure Safety Sub-Committee agreed to undertake an investigation of the several incidents affecting the department of one of the Trade Union representatives, to try to identify the underlying cause and find a solution.
- 59.9 A Trade Union representative requested a copy of the UCL response to the enforcement letter issued by the HSE after their inspection of CL3 facilities last in[