



**Work Health and Safety Committee**

Wednesday 31 August 2022, 3.05pm

**Minutes**

**Present Members:**

Ms Fiona Ryland, Convenor

Miss Hayley Boakes

Dr Theo Bryer

Mrs Sonia Buckingham

Dr Rebecca Caygill

Mr Ian Dancy, Chair, Fire Safety Sub-Committee

Dr Rachel Hadi-Talab

Mr Keith Harvey

Mr Max Hill, Director of Workplace Health

Mr David Ladd

Mrs Portia Lamb, Head of Safety Governance and Risk

Ms Denise Long, Director of Student Support and Wellbeing

Mr Muhammad Mehmood

Mrs Eira Rawlings

Mr Paul Stirk, Director of Safety Services

Dr Robert Wilson

**Attendees:**

Ms Kate Boldry

Ms Rachel Fairfax

Mr Danny Patel

Ms Lorren Rea

Mrs Emma Shirbon

## Work Health and Safety Committee Minutes - 31 August 2022

### **Apologies:**

Mr Deniz Akinci

Professor Erik Arstad,



required to consider the effects of hot weather when assessing work activities being carried out with regard to individual susceptibility.

- 97.12 It was agreed that guidance would be produced before next summer on future extreme hot weather. The Chair, Fire Safety Sub-Committee emphasised the importance of reporting specific building issues that impacted on the provision of teaching during extreme weather to Estates Division.

## **Part II: Strategic Items for Discussion**

### **98 UMC Health and Safety report (Paper 11-54)**

- 98.1 The Head of Safety Governance and Risk and the Director of Workplace Health presented the health and safety monthly data and activities report for July 2022.

### **99 E-Scooter and Other E-Vehicle Charging Risks (Paper 11-55)**

- 99.1 Mrs Emma Shirbon presented a paper providing an overview of risks associated with the increasing frequency of e-Scooter and e-Vehicle charging incidents resulting in significant fire damage and risk to life safety.
- 99.2 It was agreed that a policy, guidance and communications plan would be developed clarifying UCL's position on the use of Illegal EV (electric vehicle) equipment (such as e-scooters) and establishing the provision of safe charging points for legal equipment and mobility scooters, taking security considerations into account. The policy would be presented at a future meeting of the Committee.

### **100 Items for discussion from the Trade Unions (Paper 11-56)**

- 100.1 Dr Theo Bryer presented a paper providing an overview of the risks associated with overcrowding in relation to stress and workload, fire and Covid-19.
- 100.2 The wider strategic issues around timetabling and room bookings were discussed, noting that they would only be resolved by moving from the current, local timetabling process to a centralised process. It was recommended that the Trade Unions' Health and Safety representatives be involved in the strategic change.
- 100.3 The Chair, Fire Safety Sub-Committee agreed to confirm with Ms Sian Minett that room capacity information was available on the doors of all teaching rooms.

100.4 It was agreed that guidance would be produced before the start of next term for situations where teaching room capacity was exceeded.

**Part III: Other Business for Approval or Information**

**101 Any other business**

101.1 The Chair, Fire Safety Sub-Committee expressed the Committee's thanks to the Convenor for all her work and support for the Work Health and Safety Committee.

101.2 Dr Robert Wilson expressed concerns about the performance of the appointed waste management contractors due to several recent incidents. It was agreed that Robert would contact The Chair, Fire Safety Sub-Committee and Mr Paul Monk initially to begin discussions and determine the next steps.

The meeting finished at 4.00pm.

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August 2022