

HUMAN RESOURCES

Resources and General Purposes Committee 9 September 2019

9 Health and Safety Update

Health and Safety Audits

Following completion of the questionnaires by Heads of Faculty and Heads/Managers for support services, the Health and Safety team are now analysing this information in preparation for Stage 2, which will involve discussion at a faculty/service level to support teams in addressing any issues or CPD needs arising from the questionnaire results.

One of the early priorities identified will be to review COSHH assessments to ensure consistency across the faculties where these are required, to ensure that information from COSHH Data Sheets is translated into risk assessments for specific activities.

Health and Safety Corporate Committee

The next meeting of this committee will take place in October. This committee includes Board representation which has, to date, been the Chair/Interim Chair of the Board. With the appointment of the new chair, the Board may wish to review arrangements for representation. Meetings of the committee take place three times per year – normally in October, February and May and it is the most senior group in relation to Health and Safety activity within the College.

Action: Board to nominate representative for Health and Safety Corporate Committee

E-Learning Rollout

The Health and Safety Team have conducted an analysis of the e-learning training available and developed a training matrix to identify which group(s) of staff require access to specific modules. Having done so, the team has begun to roll out the e-learning, which is available to all staff via a desktop icon.

Inspections

UNISON conducted a Health and Safety Inspection/Walkround at the Motherwell Campus at the end of June. This follows a similar inspection conducted at Coatbridge earlier in the year. A number of minor issues were highlighted, but in general the health and safety representatives were satisfied with the campus. One issue was highlighted regarding the ambient temperature in a particular room and concerns were raised on behalf of a group of staff who are presently split across two locations, which they consider to have an adverse impact. Discussions on both of these latter issues is currently taking place to look at potential solutions.

Update of Health and Safety Policy

Our Health and Safety Policy is subject to annual review and sign-off by the Chair and the Principal. The sign off for 2019 is due at the end of October. All changes proposed are minor to reflect changes in personnel, rather than to health and safety practice. With this in mind, I propose to ask that the policy be signed off by the new Chair and the Interim Principal at the Board meeting.

Brian Gilchrist

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