

Glasgow Kelvin College

Finance and Resources Committee Meeting of 4 March 2025

Health and Safety Update

Report by Health and Safety Manager

1. Introduction

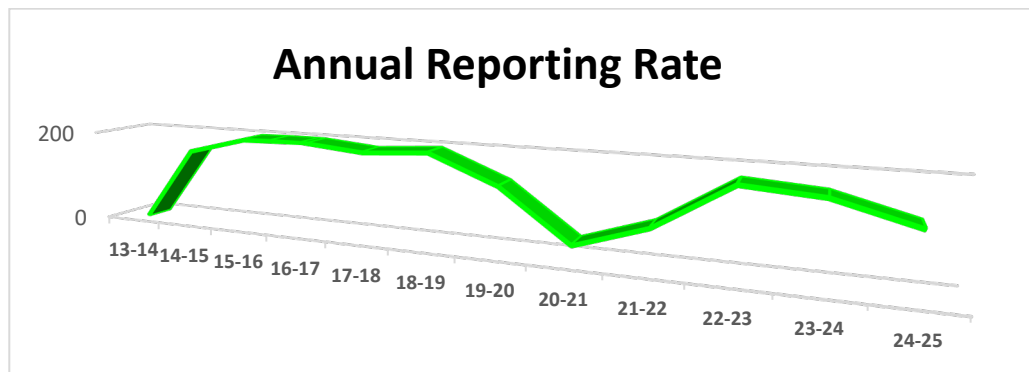
A successful organisation knows the value of a positive safety culture and Glasgow Kelvin College places great importance on protecting and promoting the health, safety and wellbeing of our staff, learners, visitors and contractors.

This report aims to provide a brief update on the Health & Safety performance across all College locations and activities (planned and completed) since the last Finance and Resources Committee.

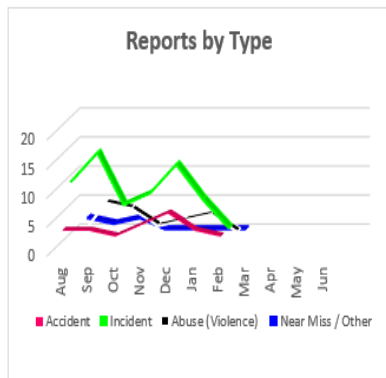
2. Health & Safety Update

2.1 Current Accident / Incident Statistics

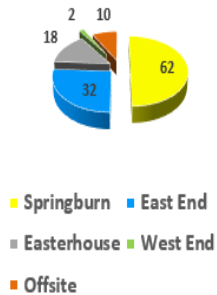
Incident reporting this year is running at a slightly lower level when compared with the same period last year (124 vs.137). If this reduced rate of reporting continues, the slight downward trend in the overall number of incidents which began last year, should continue.



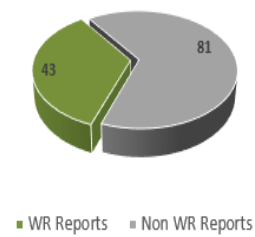
2024-2025	2024					2025							Totals
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
Accident	4	4	3	5	7	4	3						30
Incident	11	16	7	9	14	8	3						68
Abuse (Violence)	0	6	5	2	3	4	1						21
Near Miss/Other	2	1	2	0	0	0	0						5
Sub-Total	17	27	17	16	24	16	7						124



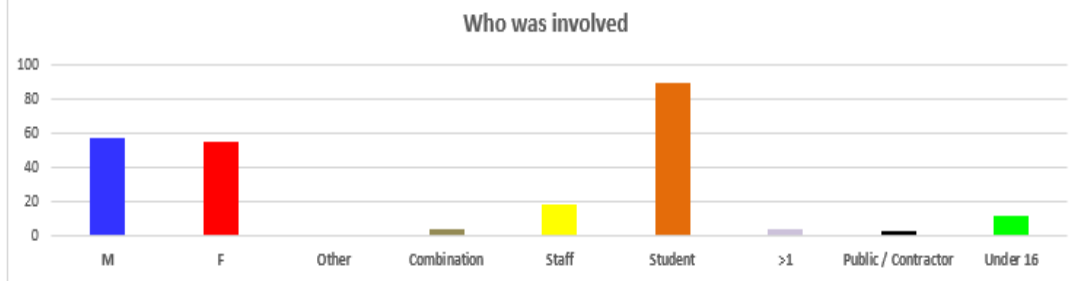
Incidents by Location



Work-related vs Non Work-related



Who was involved	Male	Female	Other	Combination	Staff	Student	>1	Public / Contractors	U-16	Total
	61	55	0	5	20	95	6	3	12	124



Outcomes	Sport Injury	Struck Against Fixed Object	Lifting & Handling Injuries	Slip, Trip or Fall – Same Level	Exposed to Harmful Substance	Injured by Animal	Physical Assault	Sharps (Cuts / Lacerations)	Burns and Scalds
	5	4	2	11	1	4	2	14	4



Pre-existing condition	Fit or Seizure	Eye	Unwell or Anxiety	No injury/illness	Mental Health
10	8	2	16	30	2

2.2 Activities November 2024 to February 2025

Summarised health & safety activities for the period are outlined below:

- The College has continued work in preparation for the forthcoming legislation (The Terrorism (Protection of Premises) Draft Bill May 2023, 'Martyn's Law'). AG Lockdown are providing the emergency response for campus lockdowns in the event of a marauding 'bad actor(s)'. Recent progress has included:
 - Establishment of WhatsApp group 'GKC Threat to Life Group', the purpose of which is to manage communications between SMT / OMT / Incident Management Team (IMT) and their deputies should a serious Threat to Life incident occur on any of our Campuses that would necessitate a full or partial Lockdown to be put in place.
 - The authority to initiate a Lockdown will be limited to a number of key staff roles, who will have in their possession the AG Lockdown alert number. This group is in the process of being set up.
 - Once this is in place the Lockdown process will work as follows:
 - AG Lockdown receive an emergency call by one of the aforementioned key people,
 - AG Lockdown immediately call the "Threat to Life" WhatsApp Group and bring them into a conference call. There is also the facility to bring the emergency services into this conference call.
 - This WhatsApp Group will only be used in relation to Threat to Life incidents.
 - Once the implementation phase is complete, staff will be provided with awareness training enabling them to familiarise themselves with the system.
- One health and safety committee meeting conducted (5 February) at which WorkRite completion rates were discussed. It was agreed that moving forward, these completion rates would be forwarded to SMT for discussion / action.
- As the result of the withdrawal of the Unison safety representative as chair, the Health and Safety Manager has assumed these duties for the remaining meetings this year.
- Routine safety inspections for the year are currently standing at 171, which is the second highest total ever achieved (with five and a half months remaining). It is envisaged that last year's total of 272 will be matched or exceeded.

14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25
43	81	101	147	66	87	13	44	138	272	171

- A number of these safety inspections have also included the participation of a member of the SMT.

- During the Staff Development Day, 20 November, a free to staff flu-clinic was conducted by Rowlands Pharmacy at Springburn campus. This offering was taken up by 65 members of staff.
- Five occupational health surveillance clinics have been completed to date from which three members of staff have been referred to an occupational physician for further checks. The following additional clinics have been scheduled:
 - Thursday 20 February
 - Thursday 6 and Tuesday 25 March
 - Thursday 3, 10, Tuesday 15 and Thursday 24 April
 - Thursday 1 and 8 May
- Having monitored a number of weather warnings throughout the week beginning 20 January, the College responded decisively and effectively to the Met Office Red weather warning for Friday 23 January. On receipt of the upgraded warning, the SMT met and swiftly agreed to campus closures. Arrangements were made for staff to work from home and teaching to move online. Contractors, catering staff, security, schools' liaison, staff and students and local authorities were informed of this decision and this was communicated to all within an hour of the warning being issued by the Met Office.
- An access door to the roof, above what will be the student hub, has been fitted in the 2nd floor male staff WC's at Springburn campus. The new door replaced the existing window which had acted as the primary means of access to this area - the safety, efficiency and viability of which had been called into question recently, with an increasing requirement to clear the gulley and drains which have been impacting on the planned new student space below. Further work, which includes adding edge protection to both ends of the roof, a bridging platform from door to roof (over the gulley) and fall-protection around the roof lights, is scheduled to take place imminently.
- One internal COSHH audit was conducted in Science at Springburn campus.
- The industrial washing machine, mentioned in the previous update (for use by staff to wash heavily contaminated overalls and work-clothes), has now been fitted and is fully operational at Springburn campus.



- Work on the six disabled parking spaces, which began in November, is now complete and these are now open and available for use. Work included parking space markings, relocation of concrete seating, building of a footpath which acts as a shortcut to the main entrance and keeps pedestrians clear of the parking entry / exit area.
- The College have requested hatched yellow road markings on Flemington Street to prevent blockage of the access (fire path) and we are in ongoing discussions with Glasgow City Council regarding these. Planned road resurfacing of Flemington Street may delay a decision being made.



Staff Training

- A number of staff training sessions have been conducted since the last update, including:
 - Four members of staff have completed their minibuss awareness scheme (MiDAS) qualification and are now authorised to use the College minibusses.
 - Six staff Health & Safety Inductions.
 - One new First Aid at Work qualification.

2.3 Activities Planned

- Staff Development Week – 2 x Personal Safety in the Workplace sessions (Tuesday 4th and Thursday 6th) which will enable participants to:
 - Assess and reduce the risk of violence in the work environment,
 - Identify behaviour that indicates an escalation toward violence, and help them take appropriate measures to avoid, calm or defuse the situation,
 - Understand the importance to report all incidents relating to Personal Safety,
 - How to find guidance on workplace policies and procedures
 - Understand the law relating to Violence at Work,
 - Understand the Health & Safety legislation,
 - Understand how to negate risk, risk assessment & dynamic risk assessment,

- Learn positive communications, body language, defusing aggressive behaviours, exit strategies and code words.
- On Wednesday 5th March there will be an onsite Wellbeing clinic including Blood Pressure Checks, BMI Checks & Ear Health Checks using our digital Otoscopes (staff will be able to see inside their ear).

3. Resource Implications

At present there are no additional resource implications arising from this paper.

4. Impact on Students

The increase in blue badge parking spaces at Springburn (see 2.2) has improved disabled access for students, staff and visitors.

5. Equality

The increase in blue badge parking spaces at Springburn (see 2.2) has improved disabled access for students, staff and visitors.

6. Risk and Assurance

There are no new risks identified as a consequence of this report.

7. Data Protection

There are no data protection issues identified as a consequence of this report.

8. Environmental and Sustainability

There are no Environmental and Sustainability implications arising as a consequence of this report.

9. Recommendations

Members of the Finance and Resources Committee are recommended to note the contents of this report and its appendix.

10. Further Information

Further information can be obtained from Geoff Lawson, Health and Safety Manager - geofflawson@glasgowkelvin.ac.uk