

Glasgow Kelvin College

Finance and Resources Committee Meeting of 30 September 2025

Health and Safety Update

Report by Health and Safety Manager

1. Introduction

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.

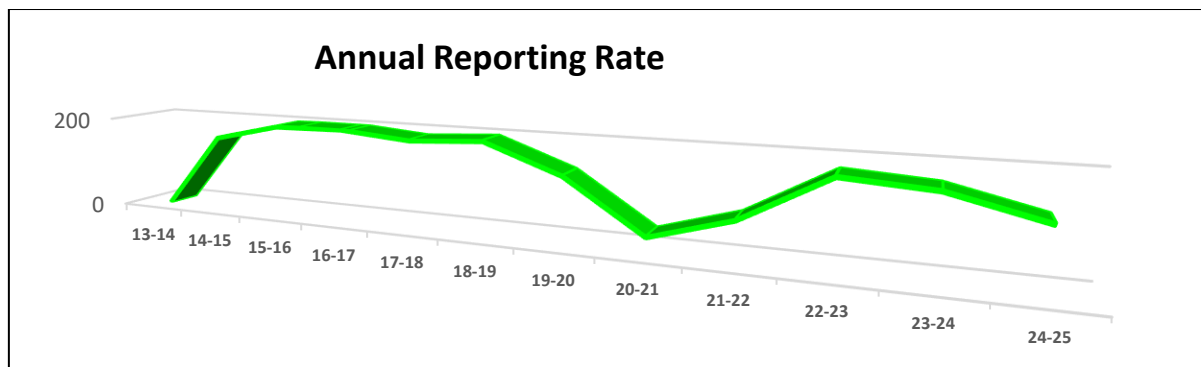
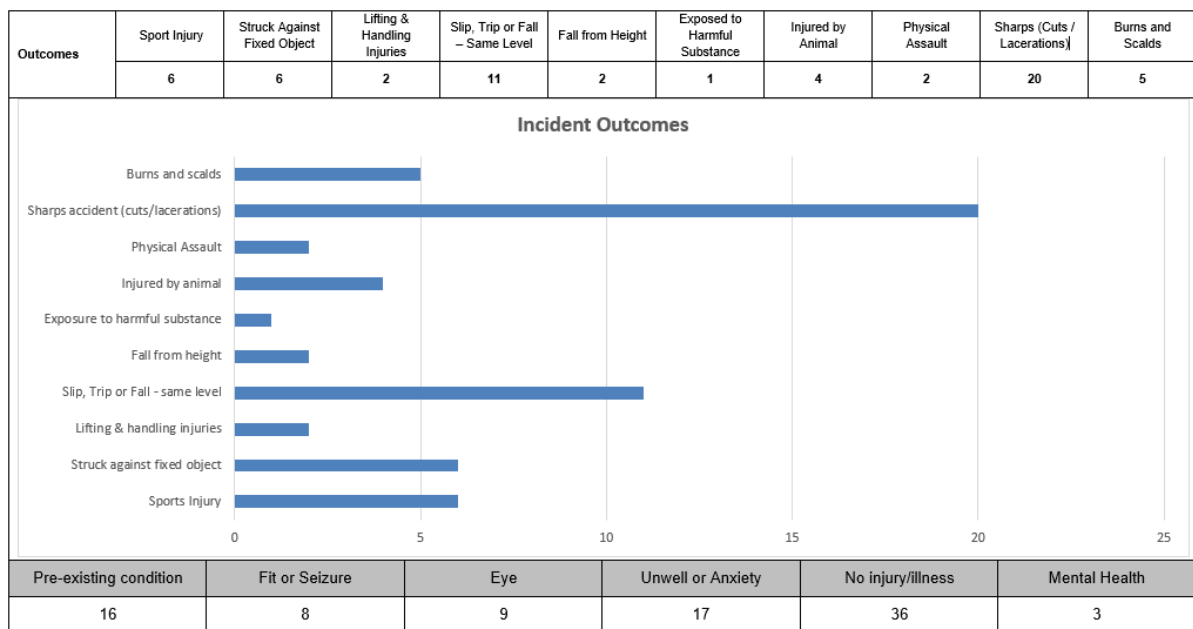
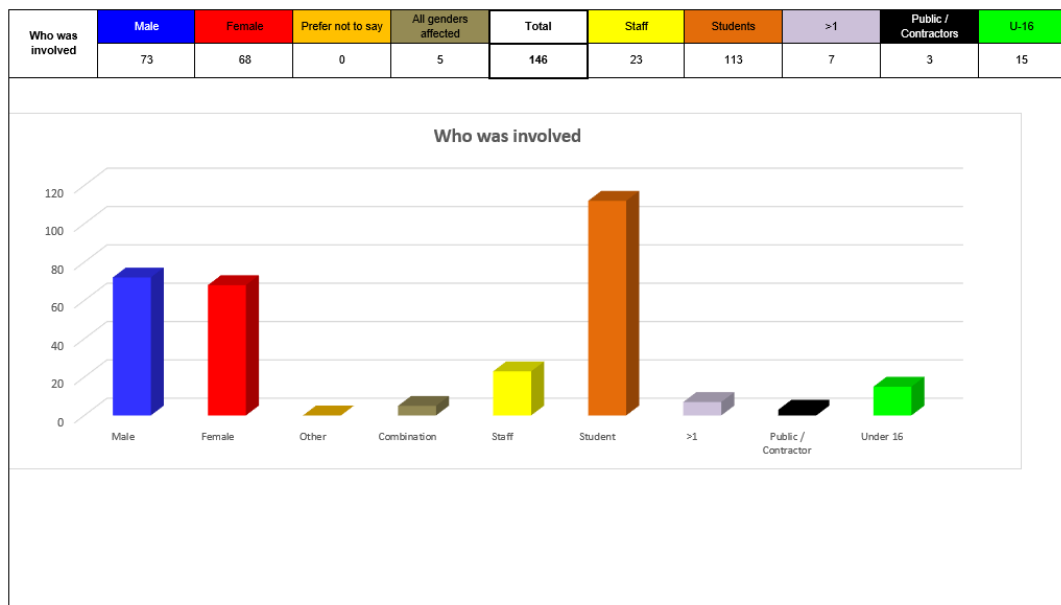
2. Health & Safety Update

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 (146 vs.156 - May 25). If this rate of reporting continues, the slight downward trend in the overall number of incidents which began during the previous 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	7	6	5	2	3	0	50
Incident	11	16	7	9	14	8	4	6	4	2	3	1	85
Abuse (Violence)	0	6	5	2	3	4	1	2	0	4	0	0	27
Near Miss/Other*	2	1	2	0	0	0	0	0	0	0	0	0	5
Sub-Total	17	27	17	16	24	16	12	14	9	8	6	1	167

*Other – vandalism, security etc.



2.2. Activities March to May 2025

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

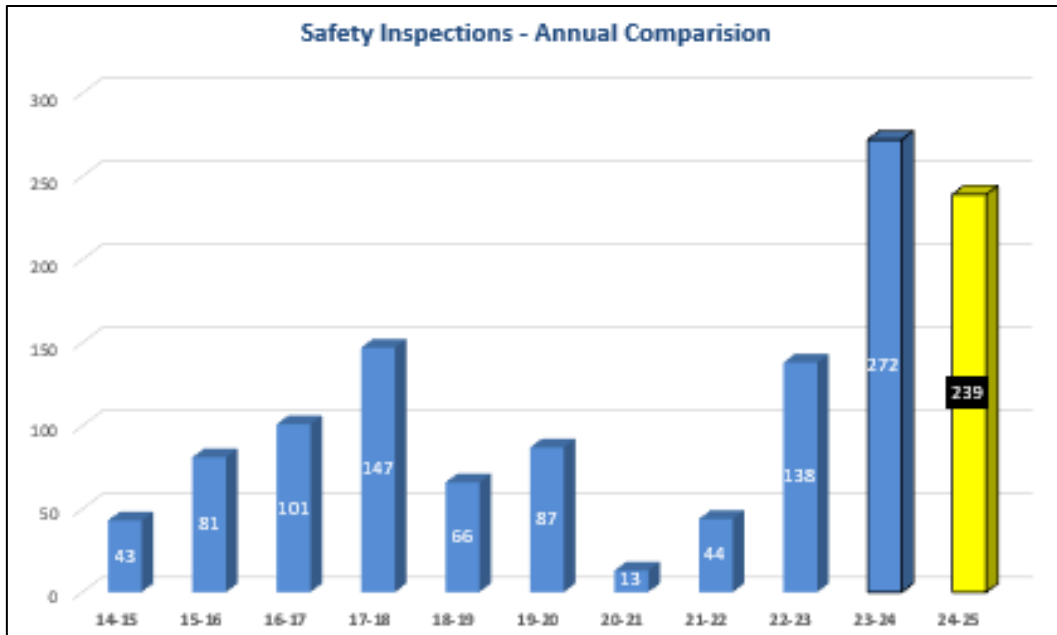
- In late March the Health and Safety Manager notified the college of his intention to retire in June 2025. The role was advertised in April, interviews took place in early May and the successful candidate identified.

To aid the seamless transition of responsibilities, the current H&S Manager is drafting a comprehensive handover document. In addition, plans are at an advanced stage to bring the replacement H&S Manager on campus for a couple of days in order to carry out a face-to-face handover.

There are also discussions underway to arrange appropriate cover in the seven-week period between the current H&S Manager leaving and the new one starting.

- As previously mentioned, resurfacing work on Flemington Steet has now been completed and we are awaiting a decision from Glasgow City Council on our request for road markings (hatched yellow) to prevent the obstruction of the access (fire path) and to the disabled parking spaces.
- Earlier this year an access door from the 2nd floor male staff WC's to the roof, above the student hub, was fitted at Springburn campus. This door replaced the existing window access to the area. Additional work which was required to make this new access safe (edge protection to both ends of the roof and a bridging platform from door to roof (over the gulley)) have now been fitted.
- Twelve occupational health surveillance clinics have been completed to date from which seven members of staff have been referred to an occupational physician for further checks. The following additional clinics have been scheduled:
 - Monday 19 May
 - Thursday 29 May
- Routine safety inspections for the year are currently standing at 239, which is the second highest total ever achieved (with two and a half months remaining). It is envisaged that last year's total of 272 will be matched or exceeded. A number of these were carried out with a member of the SMT participating.

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	239



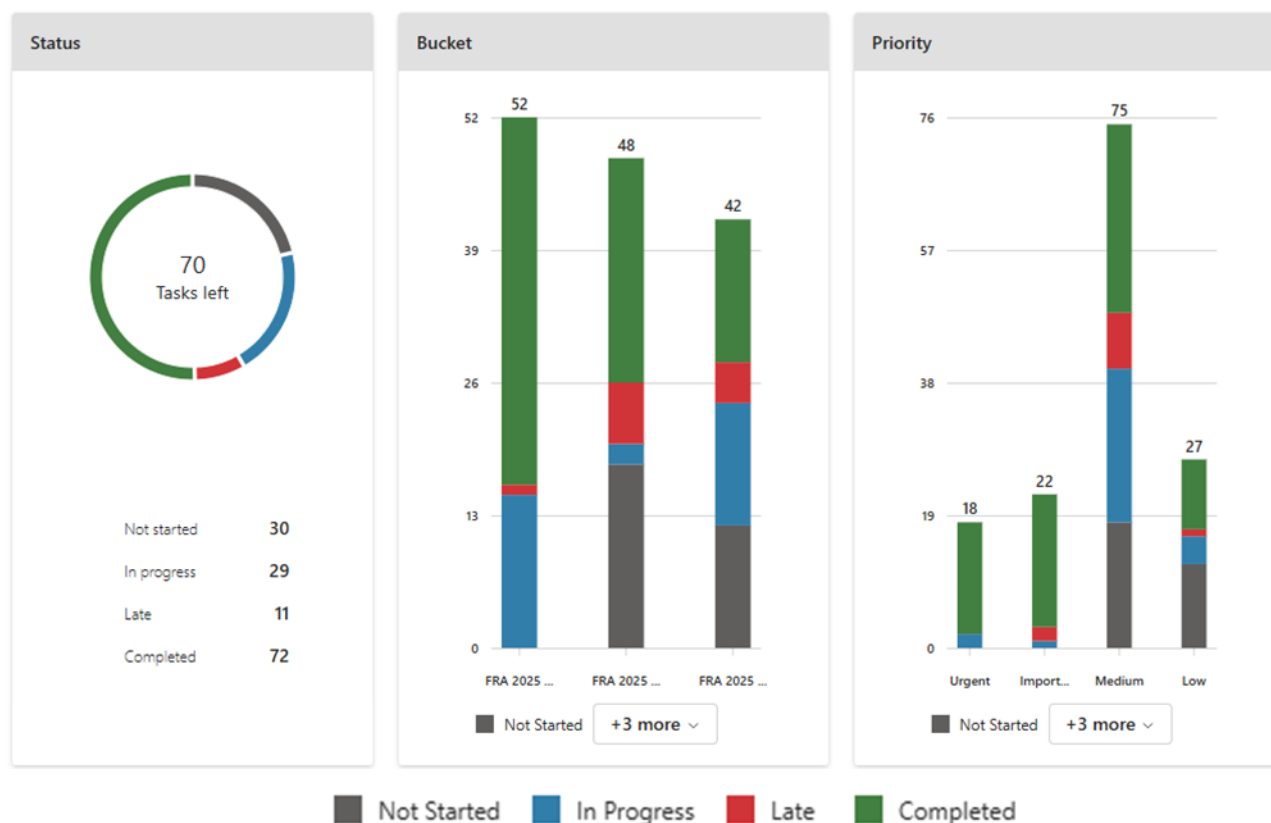
- During the Staff Development Week 42 members of staff attended two Safety in the Workplace sessions were run by the Scottish Centre for Personal Safety (23 on Tuesday 4th and 19 on Thursday 6th) took place during which participants learned to:
 - Assess and reduce the risk of violence in the work environment,
 - 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.

- Also, during the Staff Development week there was an onsite Wellbeing clinic which included Blood Pressure Checks, BMI Checks & Ear Health Checks using a digital Otoscopes enabling staff to see inside their ear

- Fire Risk Assessment (FRA) reviews for the three campuses were conducted week beginning 14 of April and the subsequent reports received on the 23 April. These comprehensive reports contain 142 recommended actions (tasks), of which 72 are complete, 40 are in progress of which 11 are showing as late, and 30 have not yet started.

- Copies of these, and the previous campus FRAs have been uploaded onto the college intranet (H&S page) and shared with the safety representatives.

- The tables below display the progress by campus and by priority



- The number of recommended actions appears to be high compared to previous assessments; however, it should be borne in mind:
 - This is the first FRA we have had conducted by Bell Fire & Security, who will have a different methodology than previous assessors.
 - A sizable proportion of these recommended actions are already underway as part of the fire safety audit programme.
 - Large number of extension-leads in use, highlighting the need to review the number of sockets which are available in the buildings (potential capital cost).

2.3. Staff Training

- A number of staff training sessions have been conducted since the last update, which include:
 - Nine health & safety inductions, including the Principal have been conducted.
- A review of the WorkRite training modules was recently carried out which highlighted there was confusion amongst staff over which training they were required to complete. As a result, the individual staff dashboard on the WorkRite platform has been updated to clearly display which modules are compulsory and which are optional.

2.4. Activities Planned

- Safety inspection schedules for the AY 2025-2026 are currently being agreed with Departmental and Faculty Directors, with a view to having these in place prior to the H&S Manager handover.
- Physician-lead occupational health surveillance (OHS) clinics are planned for 21 and 27 May at Springburn. These clinics have been scheduled to deal the referrals from the annual nurse led OHS clinics.

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

As noted at 4. above, the increase in blue badge parking spaces at Springburn (see 2.2) has improved disability access.

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.

10. Further Information

Further information can be obtained from Steven Young, Health and Safety Manager – syoung@glasgowkelvin.ac.uk