

Glasgow Kelvin College

Finance and Resources Committee – 26 November 2024

Health and Safety Update

Report by Health and Safety Manager

1. Introduction

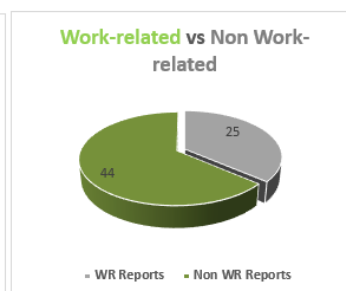
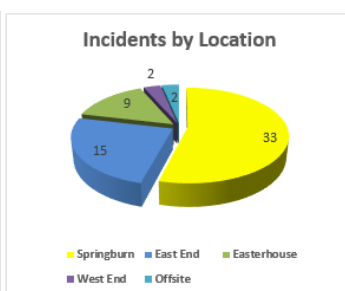
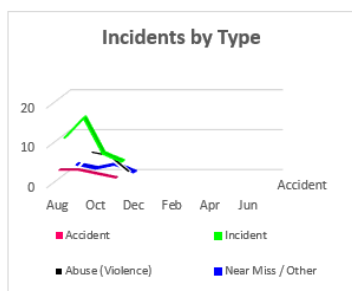
A successful organisation knows the value of a positive safety culture and Glasgow Kelvin College places great importance on protecting and promoting the health, safety and wellbeing of our staff, learners, visitors and contractors.

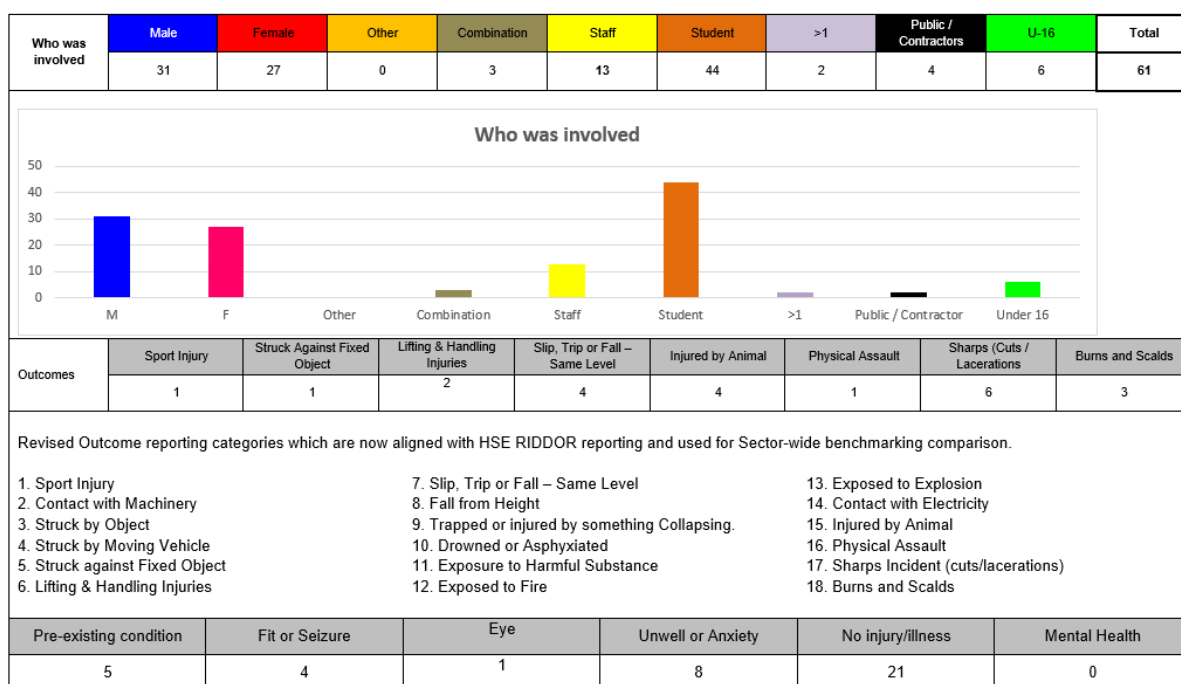
This report aims to provide a brief update on the Health & Safety performance across all College locations and activities (planned and completed) since the last Finance and Resources Committee.

2. Health & Safety Update

2.1 Current Accident / Incident Statistics

2024-2025	2024					2025							Totals
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
Accident	4	4	3										11
Incident	11	16	7										34
Abuse (Violence)	0	6	5										11
Near Miss/Other	2	1	2										5
Sub-Total	17	27	17										61





2.2 Activities August to October 2024

A summary of health & safety activities during the period 1 August to 31 October 2024 is outlined below:

Martyn's Law Preparations

- The College has continued work in preparation for the forthcoming legislation (The Terrorism (Protection of Premises) Draft Bill May 2023, 'Martyn's Law'). A G Lockdown are providing the emergency response for campus lockdowns in the event of a marauding 'bad actor(s)'. Their staff have been on campus over the past couple of months to progress with the system implementation.

- Location-specific QR code cards have been placed in rooms (safe refuges) in the event of a 'lockdown' around all three campuses.

These QR Codes provide accurate information on the number and location of staff/students in lockdown and display these on digitised schematics of the campus buildings. In addition, they provide a communication channel through which room occupants are able to safely pass real-time situational awareness information directly to the incident management team and the emergency services.

- Software and Apps have been uploaded onto campus computers and SMART screens, which can communicate the lockdown alarm and provides additional messaging functionality.
- Once the implementation phase is complete staff will be provided with awareness training enabling them to familiarise themselves with the system.

Staff Training

- A number of staff training sessions have been conducted since the last update, including:
 - WorkRite risk management system (RMS) demonstration for staff
 - Health & Safety Inductions (x6)
 - Software training (MS Bookings) for flu-clinic scheduling
 - First Aid at Work requalifications (x3)

Other Activities

- The college participated in the National Health and Safety Forum (NHSF) accident, incident, near miss and RIDDOR reporting Benchmarking exercise, which had previously been conducted by the Association of College (AOC).
- The NHSF consists of 93 College, and for this benchmarking exercise 42 participated. The Data submitted was for the period August 2023 – July 2024. The full report is available at the link below, but highlights include:
[Annual Benchmarking Report 2023.24](#)

Sector Benchmarked Statistics	Glasgow Kelvin Statistics
The 42 Colleges participating submitted 15,652 reports, of which: • No fatalities • 8,713 (56%) were accident, incident (including Sports injuries) or RIDDOR reports. • 6,939 (44%) related to ill-health • Of the 7,204 reported injuries, the most common were related to 'Sharps' (cuts and lacerations) • There were 141 RIDDOR reports made by 33 of the 42 participants. <i>(an average of 4 per college)</i> ○ 16 (11%) were staff ○ 96 (61%) were members of public (mainly students) • The overall benchmarking incident rate for 2023/24 is 41 per 1000 students and staff.	We submitted 174 reports, of which: • No fatalities • 71 (51.8%) were accident, incident (including Sports injuries) or RIDDOR reports. • 66 (48.2%) related to ill-health. • 37 other reports (vandalism, security, etc.) • Of the 71 reported injuries, 8 were related to 'Sharps' (cuts and lacerations) • 2 RIDDOR reports ○ 0 (0%) were staff ○ 2 (100%) were students Glasgow Kelvin incident rate for 2023/24 is 12.5 per 1000 students and staff.

- Following the final disposal of the West End campus in early October, Glasgow Kelvin College is now Asbestos-free. As a result, both the Asbestos Management Plan (AMP) and the WorkRite Asbestos Awareness module have been archived.
- Two health and safety committee meetings (2 October and 13 November).
- Routine safety inspections Completion of the annual update for the health and safety control manual (HSCM) and accompanying Staff OHS Handbook. Both now republished on the staff Intranet.
- Annual fire extinguisher inspection and maintenance conducted at Springburn campus.
- Annual dry riser inspection and maintenance at Easterhouse and Springburn campuses.
- Scottish Fire and Rescue Service annual fire safety visit to Springburn campus.
- Pan Mill incident investigation completed and presented to SMT.
- Two internal COSHH audits were conducted – Estates and Hair & Beauty.
- Work on the additional disabled parking for students and visitors at the front of Springburn campus commenced in early November. Road markings are already in place and once the footpath has been altered to de-conflict pedestrians and vehicles at the parking entrance/exit, these spaces will be made available.



2.3 Activities Planned

- The next scheduled occupational health surveillance clinics are:
 - Thursday 28 November
 - Monday 16 December
 - Thursday 9 January
 - Thursday 16 January
 - Thursday 23 January
 - Thursday 20 February
 - Thursday 6 March
- A First Aid at Work training course is scheduled to take place week beginning 18 November. This course will requalify up to 12 members of staff.
- An industrial washing machine, for use by staff to wash heavily contaminated overalls and work-clothes, is due for delivery in early November.

3. Resource Implications

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

4. Impact on Students

The additional six blue badge parking bays at the front of Springburn which will be available once footpath changes have been completed will significantly improve accessible parking at the campus for disabled students and visitors.

5. Equality

The increase in blue badge parking spaces at Springburn (see 2.2) will improve disabled access for students and visitors and free up disabled parking space in the car for staff at the campus.

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

Geoff Lawson
November 2024