

Item 15 For Discussion and Noting

Glasgow Kelvin College

Finance and Resources Committee Meeting of 1 October 2024

Health and Safety Update

Report By Health and Safety Manager

1. Introduction

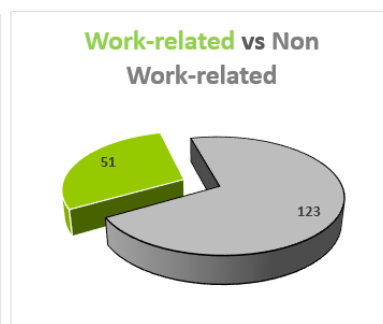
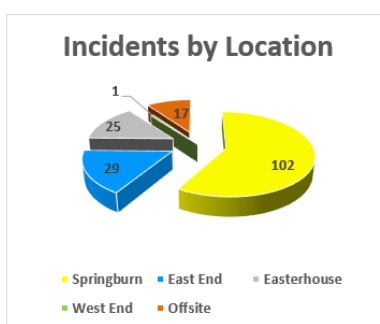
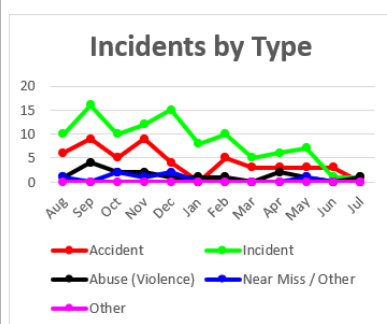
A successful organisation knows the value of a positive safety culture and Glasgow Kelvin College places great importance on protecting and promoting the health, safety and wellbeing of our staff, learners, visitors and contractors.

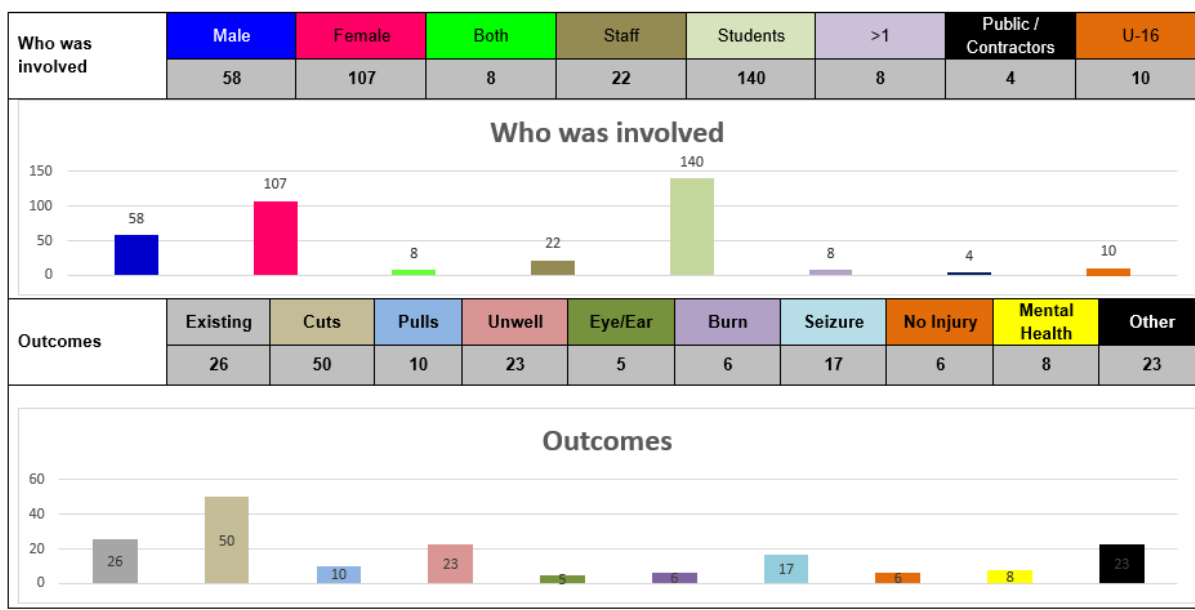
This report aims to provide a brief update on the Health & Safety performance across all College locations and activities (planned and completed) since the last Finance and Resources Committee.

2. Health & Safety Update

2.1 2023-2024 Accident / Incident Statistics

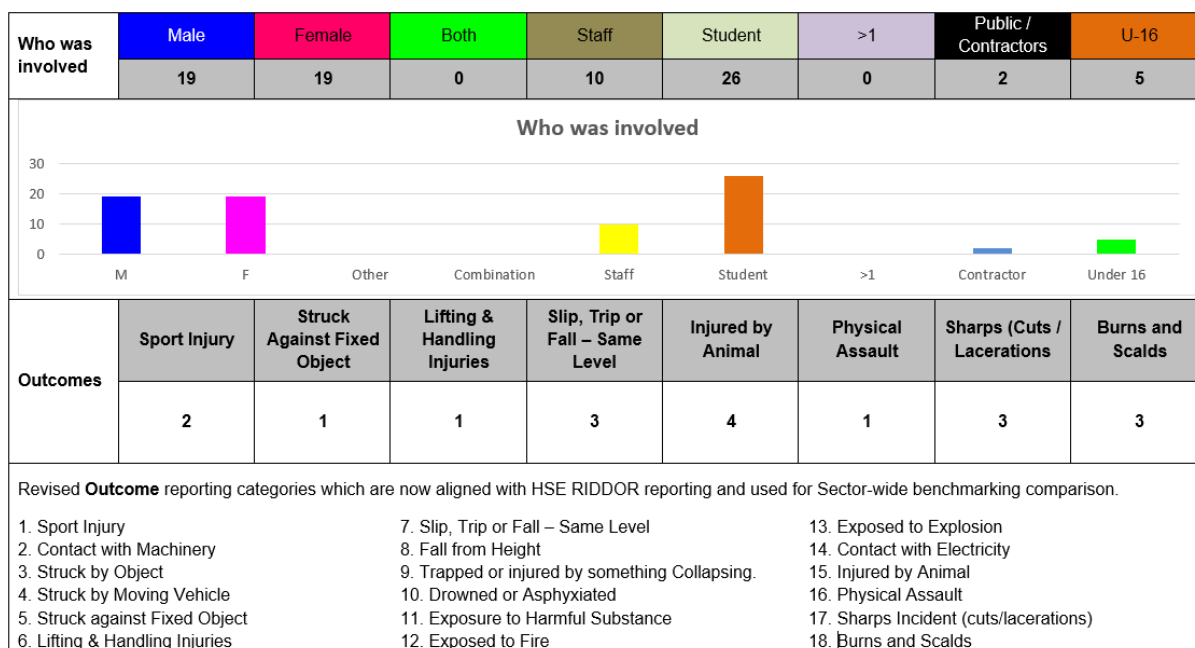
2023-2024	2023					2024							Totals
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
Accident	6	9	5	9	4	0	5	3	3	3	3	0	50
Incident	10	16	10	12	15	8	10	5	6	7	1	1	101
Abuse (Violence)	1	4	2	2	1	1	1	0	2	1	0	1	16
Near Miss/Other	1	0	2	1	2	0	0	0	0	1	0	0	7
Sub-Total	18	29	19	24	22	9	16	8	11	12	4	2	174





2.2 Current year Accident / Incident Statistics





2.3 Activities June to September 2024

A summary of College Health & Safety activities for the period June to 1 September 2024 is provided below:

Martyn's Law Preparations

- The College has continued work in preparation the forthcoming legislation (The Terrorism (Protection of Premises) Draft Bill May 2023, 'Martyn's Law'). One of the earlier options considered was a product called 'Little Green Button', but following additional research an emergency response option offered by A G Lockdown provided a more comprehensive method for campus lockdowns in the event of a marauding 'bad actor(s)'. Included in this system are:
 - 24/7 Emergency Response. A G Lockdown will work Senior Management Team / Incident Lead in order to provide a telecoms service between our various users, their team and the emergency services. All calls are answered within 30 seconds. They will also launch a second conference room for our 'communications team' to liaise with the "Reputational Damage" expert from our insurer. All those contacted will also be sent a text with a number to call and a pin number to enter the room if they missed the initial call or had to drop out.
 - Remote Alarm. Apps provided which enable the college Smart Screens to be used as alarm panels. Software can also be provided to enable PC's and laptops to be used in the same way. Alarms are raised by a member of our staff calling a dedicated number for the Emergency Response Centre. A G Lockdown will also provide access to the web page to enable authorised staff to use the remote alarm service. This provides a test environment. When activated from college premises, this will also instigate a full lockdown procedure at A G Lockdown's Emergency Response Centre (ERC).
 - Digitised Schematic. Plans of all three campuses have been digitised and can be used to display 'live' incident information at the ERC (and shared with College incident management and the emergency services).

- CCTV. The ERC Controllers will / can monitor our CCTV to identify aggressors and to continually track them. They will also look to identify weapons and the vehicle that they arrived in. This is to identify any accomplices and to isolate the vehicle, this is important in terms of evacuation assembly areas.
- QR Codes are provided, unique to each room, cupboard etc. that is identifiable on the digitized schematic. The stickers are ultra destructible meaning that they cannot be removed without it being obvious.
- Messaging next of Kin. Whilst this is not a major issue in FE, in the event of a lockdown, there may still be some parents, carers etc. who will rush to the premises. This creates additional problems for the Emergency Services and could provide a secondary target for aggressors. If the college provides the next of kin mobile numbers that we have on record, A G Lockdown can, on our instruction, send them text messages during the incident to ask them to stay away.
- A G Lockdown staff have been on campus this month to begin the implementation of this system. Once the system is in place it is hoped that additional functionality will become available which will enhance our ability to deal with any internal behavioral, abuse or violent issues.

Staff Training

- A number of staff training sessions were conducted prior to the summer break including:
 - Defibrillator-specific training for 9 members of staff (and 1 student).
 - A one-day suicide prevention course run by Brothers-in-Arms attended by HR, Student Support and Administration staff.
 - Fire Warden and Evacuation Controller training for volunteers.
 - First Aid at Work training courses (external) for new members of the Estates team.
 - A one-day Forklift refresher and requalification course
 - Face Fit 'train the tester' training course to enhance the College respiratory protective equipment (RPE) provision and effective usage.
 - A one-day RoSPA health and safety course 'Directors and Senior Management Involvement training' for members of the SMT.

Other Activities

- In addition to the internal department COSHH Audit (Science), all COSHH Custodians conducted an annual review of their holdings, assessments, storage and control measures.
- During June and August, the Health and Safety Manager provided COSHH, risk assessment, fire safety and general health and safety advice to the Cranhill Development Trust and Heritage & Learning Centre (Community Garden Project).
- In August an incident related to Pan Mill operations at Springburn campus took place. A delivery of the lime/mortar mixture was opened, which caused a dust cloud to envelope the mixing area and set off the smoke detectors, resulting in a full campus evacuation.

- The subsequent incident investigation identified that the mixture delivered was of a much finer grade than previously received (a comparison between granulated sugar and flour as an example). This newer product has become the industry standard and so all safe systems of work, COSHH assessment, risk assessment, protective equipment, training and supervision have been updated to reflect the changed risks and hazards. Of note, water mist dust suppression has been fitted to provide an additional level of staff protection.
- No further 2023-2024 occupational health surveillance (OHS) clinics took place before the summer as a result of industrial action. Outstanding surveillance appointment have been moved into the 2024-2025 surveillance programme.
- The first clinic of the year took place at Springburn campus on Monday 16 September.

2.3 Activities Planned

- Additional occupational clinics are booked for:
 - Thursday 17 October
 - Thursday 14 November
 - Thursday 28 November
 - Monday 16 December
- Fire extinguisher servicing and maintenance will take place at Springburn campus in October.
- Dry riser (fire hydrant supply) servicing, and maintenance will take place at Easterhouse and Springburn campuses in October.
- A proposal for additional disabled parking for students and visitors at the front of Springburn campus is currently under investigation, with the potential to provide up to eight additional spaces.

3. Resource Implications

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

4. Impact on Students

The Pedestrian crossing improvements at Carntyne Road (adjacent to the East End campus) will improve road safety aspects for staff and students, when completed.

5. Equality

The proposed increase in blue badge parking spaces at Springburn (see 2.3) 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
September 2024