

GLASGOW KELVIN COLLEGE

Finance and Resources Committee Meeting - 28 February 2023

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 an update on the H&S performance across all College locations and activities since August 2022.

2. Health & Safety Update

A summary of College Health & Safety activities since August 2022 is provided below.

- Annual asbestos re-inspection at West Campus scheduled for Monday 6 March 2023.
- We have continued to complete actions arising from the COSHH investigation, audit and the post incident lessons learned reports, with 70% now complete. Further training, personal protection equipment (PPE) and respiratory protection equipment (RPE) surveys are underway to establish full compliance across all College activities and planning for additional COSHH training is also underway.
- Fire risk assessment reviews on all four campuses took place on 6 and 7 February 2023 and any actions or recommendations will be carried out as soon as the full reports are received. Additional fire action notices have been ordered and these will be used to ensure any modified areas of the campuses are fully signposted. A fire safety survey of the external building to the rear of the Springburn campus took place in January as part of the feasibility study into the relocation of sound production facilities from West campus.
- Three Health & Safety Committee meetings have taken place during this academic year, with a further three scheduled. The Chair of the committee for this academic year is the EIS union safety representative.
- The annual Health & Safety Policy review will commence in March 2023, and the updated copy presented to the Health & Safety Committee and SMT for comment and amendment prior to be submitted to the Board of Management in June 2023 for endorsement.

- Incident reporting (accidents, incidents, near misses and violence and/or abuse) has returned to pre-pandemic levels. Up to the end of last month 117 had been received, primarily involving students. Two RIDDOR reports have been submitted, both related to a loss of consciousness during two separate incidents.
- Following discussions with union colleagues in January 2023, it became clear that reports of violence and/or abuse against staff has been under-reported. The process, which it is hoped will improve this, has been included in the updated Prevention and Management of Violence at Work policy, due to be issued in the next couple of months.
- The annual round of occupational health surveillance (OHS) clinics commenced in October 2022 and will continue throughout the Spring 2023. These clinics are to conduct audio, eyesight, hand-arm-vibration, respiratory and skin checks. To date, 55 members of staff have undergone checks and were passed 'fit for work'. 43 members of staff have yet to undergo checks and 10 will require additional reviews.
- A successful flu-vaccination clinic took place at Springburn campus with over 50 staff participating.
- Progress with the 2022-2023 Health & Safety Operational Plan continues with the vast majority of planned events, inspections and training taking place as planned.
- A total of 12 staff and 2 college security guards have undergone first aid at work training since the beginning of the academic year (1 group in August 2022 and 1 group in December 2022). The college currently has 57 trained first aiders in total.
- Over the past 12 months there has been a further expansion of the WorkRite online training package from 30 to 42 modules (30 Health & Safety related and 12 others (GDPR, Equalities, Cyber Security etc.).
- The transfer of all College risk assessment on to the WorkRite risk management system (RMS) has progressed significantly since August 2022, with over 110 risk assessments conducted and uploaded to RMS. All support staff are now able to access the system and work to provide access to faculty staff is scheduled to be completed by June 2023.
- Following a review of the taxi pickup and drop off arrangements for our vulnerable and senior-phase students at Springburn campus, changes have been made to rationalize and simplify the process. In order to move these vehicle interactions away from Flemington Street, an area within the staff car park has been designated the 'taxi-zone' and with effect from the end of January 2023 all taxi pickups and drop off have taken place there. These changes have significantly improved the safety of the students involved, eliminated the additional congestion on Flemington Street and ensured effective controls are in place for this process.
- A request to have a controlled pedestrian crossing fitted on Westerhouse Road was recently made to Glasgow City Council and is now under consideration.

3. Resource Implications

There are no additional resource implications arising from this paper.

4. Impact on Students

Changes to taxi pickup and drop off points at Springburn campus has significantly improved the safety of this operation and the request for the controlled pedestrian crossing request at Easterhouse campus will improve the safety for staff and students, if granted.

5. Risk and Assurance

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

6. Equality

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

7. Data Protection

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

8. Recommendations

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

Geoff Lawson
JL/JE
February 2023