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LIVERPOOL HOPE UNIVERSITY

HEALTH & SAFETY CONSULTATIVE COMMITTEE: 14TH FEBRUARY 2024

PRESENT: Ms S Beecroft (in the Chair), Mr M Beecroft, Ms M Caldwell, Professor R Cousins, Ms N Donaldson, Ms J Egerton, Mr J Ellison, Mr E Fahy, Ms H Furlong, Ms M Gilmurray, Mr B Grice, Ms S Haines, Mr D Kerry, Mr J Ryan, Mr M Wells

Apologies: Ms C Campbell, , Ms T Lewin, Dr G Pennington, Mr D Salter

Secretariat: Mr M Jones

1. Minutes of Previous Meeting

Members had received unconfirmed minutes of the meeting on 4th October (CHS 278). The minutes were **APPROVED** as a correct record.

2. Matters Arising

Re Terms of Reference, Mr Jones confirmed that he had updated the terms of Reference.

Re staff sickness statistics, the Chair undertook to organise a meeting with Professor Cousins, Mr Catterall and Mr Fahy in order to discuss the level of detail, and frequency, of staff sickness information received by the committee.

ACTION: Chair to organise meeting, as above.

Re panic buttons, Mr Ryan informed members, that there is the need for one further panic button installation outstanding, on AJB corridor. The Chair requested that this installation be completed, with the cost charged to Ms Haines' cost centre and the money covered in the reforecast.

Re emergency telephone for the defibrillator in the Health Sciences Building, Mr Beecroft informed members that this is in hand.

Re Serious Incident Plan, Mr Fahy informed members that the draft plan will go to UEB, following a desktop exercise.

Re wording of Covid Protocol, the Chair undertook to check that this had been done.

ACTION: Chair to check that Covid Protocol has been updated.

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Re ventilation in teaching rooms, Professor Cousins informed members that this continues to be an issue. The Chair asked whether any of the challenges in this area had arisen due to the shortage of space during construction of the IQ Building. Mr Kerry assured members that this was not the case.

The Chair informed members that Mental Health & Wellbeing Champions have now been appointed.

Mr Ellison informed members that the RAAC inspection has now concluded, with no trace of RAAC being found on any of the University's campuses.

3. Health & Safety Action Plan

Members had received the Health & Safety Action Plan Mid-Year Update (CHS 280). Mr Fahy informed members that the HSE Stress Survey has been completed and analysed, with a detailed report produced. Mr Fahy added that the report has been presented to UEB and was recently sent out to all staff. Mr Fahy informed members that the survey has produced a set of 10 stress and wellbeing actions as per the report.

Mr Fahy informed members that internal Health and Safety compliance audits have commenced in the following areas: Ionising Radiation at Health Sciences, Legionella and Water Management and DSEAR. Mr Fahy added that these audits will be reported on in detail in the final committee meeting of the year.

4. Staff Wellbeing Report

Mr Fahy informed members that February's 'Heart Month' staff self-serve blood pressure checks will be available on two dates (20th and 28th February). Mr Fahy added that a new Miscarriage, Stillbirth and Fertility Policy and Guidance has been produced, and is currently going through committee stages.

5. Fire Safety

Members had received the Fire Safety Performance Report 2022-23 (CHS 281). Mr Fahy informed members that 61 fire alarm activations were recorded in University buildings during 2022-23. The recorded number of activations are reduced by two from the previous year. Mr Fahy added that 89% of these activations occurred in halls of residence, up from 80% in the previous year.

Re Agile Working, Mr Fahy informed members that the system presents potential issues for an effective fire marshal system, adding that he is currently in the process of identifying marshals who have taken up agile working and working to fill any gaps which might arise in fire marshal provision as a result of this. Mr Fahy informed members that one possible solution would be to give all members of staff limited 'fire marshal' duties.

6. Health & Safety Training Mid-Year Update

Members had received the Health & Safety Training Mid-Year Update (CHS 282). Mr Fahy informed members that 44 members of staff undertook Emergency First Aid training during the reporting period. Mr Fahy added that 13 members of staff within Initial Teacher Education undertook Mental Health First Aid Training during the reporting period.

7. HSE Stress Survey Report

Members had received the HSE Stress Staff Survey Report (CHS 283). Mr Fahy informed members that the survey was sent to core University staff with responses from 240 staff participants made up of 51% academic staff and 48.9% professional services staff. Mr Fahy drew members' attention to the statistics relating to allegations of bullying and harassment. Members noted that the University was below the mean score for all standards compared against the education group and all industries. Mr Fahy drew members' attention to the next steps recommended in the report, including additional training for managers. Mr Grice asked whether it would be possible to access data from the survey divided into academic and non-academic staff. Mr Fahy confirmed that this was the case, adding that data was available at department level. Mr Fahy added that he is in the process of meeting with department heads and Executive Deans to discuss the results of the survey.

8. Student Wellbeing Update

Members had received the Student Wellbeing Update (CHS 284). Mr Ryan informed members that the number of students accessing counselling support so far this academic year is 141, a fall of almost a third (29%) compared to the same point in the previous academic year, where 199 students had accessed counselling support to this point. Mr Ryan added that the number of students accessing mental health support to date this academic year is 149, which conversely, is an increase of around a third (31%) when compared to the 114 students who accessed mental health support to the same point during the 2022-23 academic year. Mr Ryan informed members that non-attendance at counselling appointments has increased slightly so far during the current academic year, with 27% of appointments missed to date, compared with 25% to the same point in 2022/23. Mr Ryan added that this is in line with the sector.

Members had received the Student Safety Report (CHS 285). Ms Haimes informed members that between 24th September 2023 and 30th January 2024 Wellbeing Assistants have supported 208 individual students, not including follow-up interactions. Ms Haimes added that some students have required multiple interventions where there have been significant concerns or a follow up check-in has been required.

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Ms Haimes informed members that during the same period Student Engagement Officers met and contacted 221 students; this included students who attended as part of the check in campaigns or had been referred for low attendance in classes.

Ms Haimes informed members that the University now has three fully trained Sexual Violence Liaison Officers and will be launching the service for staff and students on 8th March 2024. Ms Haimes added that the officers will support processes already in place and will be providing additional initial support.

Re the Guest Policy, Ms Haimes informed members that due to a significant number of students bringing guests on campus during the night, a draft proposal for UEB will be presented to request a change to the current policy. Ms Haimes added that a working group is being convened to consider the options.

9. Union Items

There were no union items.

10. Students' Union Items

There were no Students' Union items.

11. Departmental Updates

Ms Donaldson requested an update in relation to the leak, and plastering, on the IT balcony in SWL. Mr Kerry undertook to follow this up.

ACTION: Mr Kerry to check re IT balcony, as above.

Ms Donaldson asked if there is an established procedure for testing the panic alarms in SWL. Mr Kerry undertook to talk to the duty manager.

ACTION: Mr Kerry to contact duty manager, as above.