

CONFIRMED

LIVERPOOL HOPE UNIVERSITY

HEALTH & SAFETY CONSULTATIVE COMMITTEE: 2nd October 2024

Present: Ms S. Beecroft (Chair), Ms L Beard, Mr J. Ellison, Ms H Furlong, Mr D. Kerry, Mr J. Ryan, Mr E. Fahy, Mr B. Grice, Dr S Mercer, Ms L. Beard, Prof R. Cousins, Ms M. Gilmurray, Mr M. Wells, Ms S. Haimes, Dr G. Pennington, Ms E Taylor

Apologies: Ms M. Caldwell, Mr D. Salter

Secretariat: Mr M Jones

1. Terms of Reference

Members had received the Terms of Reference. The Chair requested that these be updated and distributed to members for comment ahead of presentation to VCAG.

ACTION: Mr Jones to update and distribute Terms of Reference.

2. Minutes of the previous meeting

Members had received unconfirmed minutes of the meeting on 15th May 2024. The minutes were **APPROVED** as a correct record.

3. Matters arising

Panic Alarms: Mr Kerry confirmed that he had met with Twilight and requested that the schedule for monthly tests be sent to him. Mr Kerry confirmed that the alarms are currently in working order.

Audits: Mr Fahy confirmed that the audit report for Creative Arts – DSEAR had been included in the meeting papers. Mr Fahy undertook to distribute the Written Scheme Of Control to members after the meeting.

ACTION: Mr Fahy to distribute report, as above.

4. Health & Safety Objectives for 2024-25

Members had received the update on the Health & Safety Objectives for 2024-25. Mr Fahy drew members' attention to the first objective ('Promote and improve stress and Wellbeing among University staff'), reminding them that the SIT survey has now taken place. Mr Fahy informed members that Stress and Wellbeing KPIs have been agreed and Executive Deans are expected to conduct work to adhere to these. Mr Fahy added that KPIs are based on Mean scores from the previous SIT survey and perception of staff of how the University manages stress and wellbeing based on previous pulse surveys. Members had received the proposed draft Stress and Wellbeing Policy, Departmental/School Stress Risk Assessment (in addition to existing individual stress risk assessments) and Managers' Guidance document. Mr Fahy asked members to send him any feedback on these.

CONFIRMED

ACTION: Members to send feedback to Mr Fahy, as above.

Professor Cousins asked whether managers would be given training re producing Stress Risk Assessments. Mr Fahy confirmed that this was the case, adding that Ms Anton would be contact colleagues re this.

Re Objective Two ('Develop emergency planning, related risk assessment and emergency preparedness for compliance with the Terrorism Protection of Premises Act'), Mr Fahy informed members that the act in question is currently making its way through parliament. Mr Fahy added that counter-terrorism officers were invited onto campus during summer graduation and will be making a number of recommendations to the University based on their visit. Mr Fahy informed members that following the summer 2024 attacks in Southport the University has enabled swipe-access on doors across all campuses. Members expressed their support for this approach.

Re Objective Three ('Establish health and safety risk profiling, assessment, control and management across all university areas'), Mr Fahy informed members that risk profiling work has commenced with the University Outreach Team.

5. Health & Safety Annual Report

Members had received the Health & Safety Annual Report. Mr Fahy informed members that the total number of reported accidents (77) was similar to the number from the previous year (70).

6. Fire Safety Update

Members had

7. Staff Sickness Absence

Members had received

8. Student Support

Members had received the Student Support update. Mr Ryan informed members that waiting times remain good, adding that this is also the case at peak periods. Mr Ryan informed members that the risk monitoring arrangements for students with a risk profile continues to be a success. Mr Ryan informed members that weekly Risk Management Group meetings in relation to such students are attended by the University's counselling and mental health practitioners and a representative from Merseycare NHS Trust mental health service. Mr Ryan informed members that there were 12 known incidents of significant/life threatening self-harm during the 2023/24 academic year, involving 12 students. Mr Ryan added that this was around a third lower when compared to the previous year, where there were 18 known incidents involving 16 students. Mr Ryan reminded members that mandatory completion of an online mental health awareness training module continues to be a requirement for all staff across the University, with compliance monitored via the Staff Development Coordinator within Hope's People Services Team. Mr Ryan requested assurance as to whether all new staff are being invited to undertake this training. The Chair undertook to check this with Ms Anton.

ACTION: Chair to contact Ms Anton, as above.

CONFIRMED

Ms Haimes informed members that the University has twelve Wellbeing Assistants in halls of residence for the current academic year, adding that seven of these are returning to the role. Ms Haimes informed members that all Wellbeing Assistants undergo a comprehensive three week training programme on how to deal with incidents of mental health, suicide prevention, reporting sexual misconduct and how to be a first responder. Ms Haimes informed members that the University now has three fully trained officers and will be launching the service for staff and students in October 2024. Ms Haimes added that the officers will support processes already in place and will be providing additional initial support. Ms Haimes informed members that all students have been sent the consent training module.

Re the guest policy, Ms Haimes informed members that the working group on this met and, due to fire regulations in some of the halls, decided that it was not feasible to change the guest policy at this time. It was agreed that the University would continue to promote the availability of the guest accommodation.

9. Legal update

Members had received the update.

10. Union Items

There were no Union items submitted.

11. Departmental Updates

There

12. Any Other Business

Professor Cousins raised the issue of the windows in HCA building not opening properly. Mr Ellison undertook to discuss this with Professor Cousins.

ACTION: Professor Cousins and Mr Ellison to discuss, as above.