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LIVERPOOL HOPE UNIVERSITY

HEALTH & SAFETY CONSULTATIVE COMMITTEE: 12th February 2025

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

Apologies: Dr W. Bignold, Ms C. Campbell, Ms H. Furlong, Mr D. Salter, Dr S Mercer, Ms M. Gilmurray

Secretariat: Mr M Jones

1. Minutes of the previous meeting

Members had received unconfirmed minutes of the meeting on 2nd October 2024. Mr Ellison pointed out that under item three Mr Fahy had been requested to distribute the Written Scheme Of Control rather than the legionella audit report. Pending this correction the minutes were **APPROVED** as a correct record.

2. Matters arising

Written Scheme of Water Management: Members had received the Written Scheme of Water Management. Mr Fahy noted that a review date needs to be added to the document.

ACTION: Mr Fahy to add review date, as above.

Health & Safety Objectives 2024-25: Mr Fahy confirmed that he had met with Dr Pennington (UCU) re this, as a result of which a number of amendments were made to the document. Mr Fahy informed members that other colleagues had also provided feedback.

Door swipes: Mr Kerry informed members that every entrance door on Hope Park campus is now swipe access, with the exceptions of i3 Building, Gateway Building and Eden Building. The Chair added that swipe access is enabled on i3 Building and Eden Building out of hours.

HCA windows: The Chair informed members that every room in HCA has a minimum of two windows which can be opened, adding that signage will be attached to windows which cannot be opened.

3. Health & Safety Plan Mid-Year Update

Members had received the Health & Safety Plan Mid-Year Update. Re objective one ('Promote and improve stress and wellbeing among University staff') Mr Fahy informed members that all University Line Managers are undertaking a half day training on HSE's Stress Management Standards. Mr Fahy added that the first session was held in November 2024, with second session in February 2025; training will be a requirement on a three-year cycle.

Re objective two ('Develop emergency planning, related risk assessment and emergency preparedness for compliance with the Terrorism Protection of Premises Act. Promote and develop a security vigilant culture at the University') Mr Fahy informed members that the new

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legislation in this area is expected to be made law by May 2025 with up to two-year implementation period. Ms Haines expressed concern about the open nature of Hope Park campus, with particular regard to the security of those living in halls on campus. The Chair assured members that work in this area is ongoing. Professor Cousins asked for detail as to the number of staff undertaking Prevent training. Mr Fahy undertook to check this with Ms Anton.

ACTION: Mr Fahy to check with Ms Anton, as above.

Re objective three ('Improve health and safety risk profiling, assessment, control and management across all university areas') Mr Fahy emphasised the need for the University to continue to improve its risk assessment procedures.

4. Fire Safety

Members had received the Fire Safety Performance Report for 2023-24. Mr Fahy drew members attention to the section relating to Merseyside Fire and Rescue Service and Fire Authority (MFRS), noting that during 2023-24 and into the current academic year MFRS, acting in their role as regulator, have conducted visits for updates to their own records and some fire audits at HCA, SWL, Hope Park Sports and Health Sciences, Capstone Theatre, GMH Halls, Wesley, Newman, Teresa Halls and Angela Hall. Mr Fahy added that further audits and visits with MFRS are planned in the coming weeks across both Campus sites.

Re fire alarm activations, Mr Fahy informed members that the current academic year has seen 34 fire alarm activations, down from 45 at this point in the previous year. 22 were false alarms and 12 were 'near miss' with production of flame/smoke. There has been one minor fire within halls in January 2025. 27 fire activations were in accommodation buildings and six fire alarm activations were in teaching buildings. The Chair noted that the current fire alarm system has a greater degree of sensitivity than the previous system. Ms Haines informed members that one of the Wellbeing Assistants has produced a guide for students with information about the fire alarm system, presented from a resident students' perspective. The Chair asked members to consider other methods which could be used to communicate fire safety information to students.

ACTION: Members to consider methods of communicating fire safety information, as above.

5. Health & Safety Training Mid-Year Update

Members had received the Health & Safety Training Mid-Year Update. Mr Fahy informed members that 77 members of staff were subject to Mental Health First Aid Training during the reporting period, an increase from 13 in the previous reporting period. Ms Taylor requested fire awareness training in relation to the i3 Building for SU staff.

ACTION: Mr Fahy to arrange training, as above.

6. Union Items

Dr Pennington raised an issue re communications to staff in relation to recent curriculum changes, voicing the opinion that there had been a lack of consultation around this change. Dr Pennington added that removal of certain course combinations is giving UCU members cause for concern in relation to their jobs

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7. Student Support

Members had received the student mental wellbeing support services update. Mr Ryan informed members that the number of students accessing counselling support so far this year is 157, a slight increase (6%) when compared to the same point in the previous year, where 148 students had accessed counselling support to this point. Mr Ryan added that the number of students accessing mental health support to date this year is 167, an increase of almost a quarter (24%) when compared to the 135 students who accessed mental health support to the same point during the 2023-24 academic year. The number of students accessing a wellbeing drop-in so far this year is 227. This is almost identical figure (+1%) to the previous year, where 230 students had accessed a drop-in to this point. Mr Ryan informed members that during the 2024/25 academic year to date, almost nine out of ten counselling appointments (87%) have been conducted in-person, with the remainder split evenly between Zoom video call and telephone. This continues the trend seen across the previous two academic years, with face-to-face appointments being the norm. Mr Ryan informed members that the number of known instances of serious/life threatening self-harm has dropped by almost a third (30%), with seven known instances to date this academic year, compared with 10 during the same period last year. Ms Haimes requested that more space be made available for face-to-face counselling sessions. The Chair and Mr Kerry undertook to look into this.

ACTION: Chair and Mr Kerry to look into additional counselling space, as above.

8. Student Safety

Ms Haimes informed members that following Mr Dykins' retirement a backlog of student disciplinary cases has arisen, which has caused undue stress to a number of students. Ms Haimes informed members of a recent outbreak of scabies in one hall of residence flat, suggesting that the University's Infectious Diseases Policy be reviewed in order to improve communications in such instances. Mr Fahy informed members that the policy is due for review and asked Ms Haimes and Mr Ryan to send him feedback.

ACTION: Ms Haimes and Mr Ryan to send feedback to Mr Fahy.

9. Departmental Updates

Ms Caldwell raised the issue of cleanliness/general state of offices, stating that some offices are inaccessible to members of domestic staff due to this.

10. AOB

Mr Fahy informed members that the University will be receiving a number of ionising radiation sources into Health Sciences. Mr Fahy added that relevant colleagues are receiving training in relation to this from an external organisation. Mr Fahy informed members that Mike Taylor in Education is to be the Radiation Protection Training Supervisor.