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LIVERPOOL HOPE UNIVERSITY

HEALTH & SAFETY CONSULTATIVE COMMITTEE: 5TH OCTOBER 2022

PRESENT: Ms S Beecroft (in the Chair), Dr W Bignold, Ms J Burgess, Ms M Caldwell, Mr A Catterall, Professor R Cousins, Mr J Ellison, Ms M Gilmurray, Mr B Grice, Dr P Johnson, Mr D Kerry, Ms G Mair, Ms D Mann, Ms R McManniman, Dr S Mercer, Mr J Ryan, Mr M Wells

Apologies: Mr M Beecroft, Ms C Campbell, Mr A Catterall, Ms O Vann

Secretariat: Mr M Jones

1. Terms of Reference

Members had received the updated Terms of Reference (CHS 251). Ms Caldwell asked that her name be added in place of Ms Kane's. Ms Mair requested that the job title be updated to 'Director of Student Futures'. Dr Bignold requested that the job title be updated to 'Director of Student Life'.

ACTION: Mr Jones to update document, as above.

The Chair undertook to recruit a Head of School to the committee, in order to fulfil the Terms of Reference.

ACTION: Chair to recruit Head of School to committee.

2. Minutes of Previous Meeting

Members had received unconfirmed minutes of the meeting on 19th May 2022 (CHS 252). Ms Burgess asked to be recorded among the meeting's attendees. Pending this change, the minutes were **APPROVED** as a correct record.

3. Matters Arising

Re Fire Marshal coverage, Ms McManniman reported that Fire Marshal coverage has improved, adding that two vacancies remain. Ms McManniman assured members that managers are working to fill these vacancies.

Re Staff Wellbeing Report, Professor Cousins reported that this has not been received yet. The Chair asked Mr Jones to contact Mr Catterall re this.

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ACTION: Mr Jones to contact Mr Catterall, as above.

Re Control of Contractors Code of Practice, The Chair informed members that the Council Standing Committee on Health & Safety had requested a re-draft of the document to correct some minor typographical changes. The Chair added that the updated document will be re-submitted to the next meeting of Council Standing Committee on Health & Safety.

Re the Written Scheme of Control for Water Hygiene, the Chair informed members that Mr Ellison would bring this to the next meeting.

ACTION: Mr Jones to contact Mr Ellison, as above.

Re the replacement of the telephony system, Mr Wells asked for confirmation that telephones in lifts are working. The Chair confirmed that this was the case.

Re Independent Sexual Violence Advisor, the Chair asked Mr Jones to contact the new Students' Union sabbatical officer for this area, to see whether the issue had been progressed.

ACTION: Mr Jones to contact sabbatical officer, as above.

4. COVID 19 Update

The Chair informed members that a paper detailing the University's latest guidelines in relation to Covid is currently with USET for review, and undertook to disseminate the document to members once it has been approved.

ACTION: Chair to disseminate document, as above.

5. Health and Safety Annual Report

Members had received the Health and Safety Annual Report (CHS 254). Ms McManniman informed members that accidents reported on campus are still below pre-pandemic frequencies, adding that work-related accidents scrutinised by 'type' show that slips and trips are still a persistent hazard across the site. Ms McManniman informed members that three RIDDOR-reportable accidents occurred during the period covered by the report.

6. IQ Building

Members had received the update on the IQ Building (CHS 255a & CHS 255b). Mr Ellison informed members that the IQ Building is a significant construction project falling under the Construction (Design & Management) Regulations (CDM 2015), adding that these regulations provide the framework for the management of Health and Safety in Construction. Mr Ellison informed members that the project is due for completion in July 2023.

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Dr Johnson noted that the fence surrounding the edge of the site nearest to the Gateway Building is creating a 'pinch point' when students are entering and leaving the building. Dr Johnson suggested that signage be erected advising students to turn right (rather than left) on exiting the Gateway Building. Mr Ellison undertook to look into this.

ACTION: Mr Ellison to look into signage, as above.

Professor Cousins asked whether any asbestos is present in the buildings being demolished. Mr Ellison informed members that a full refurbishment and demolition asbestos survey has been undertaken and a copy of the asbestos report has been issued to the main contractor. Mr Ellison added that the report has identified a small number of asbestos containing materials (ACM's) present and that a licenced contractor has been contracted to remove and dispose of these.

7. Student Safety

Members had received the University Mental Well-being Support Services Delivery Summary for 2021-22 (CHS 256). Mr Ryan informed members that a total of 385 students accessed counselling support during the 2021/22 academic year, a small drop of four percent on numbers during previous academic year (400 students). 1442 counselling appointments were delivered, a slight increase of two percent, compared to 2020/21 (1416).

Mr Ryan informed members that a total of 184 students accessed mental health support during 2021/22, an increase of 16 percent on the previous year, and the highest figure recorded to date. 691 mental health support appointments were delivered, almost identical to the number of appointments delivered during the previous academic year. Mr Ryan added that waiting times to access an initial appointment with a Mental Health Adviser increased to an average of around four days, well within the 10 day performance target.

Mr Ryan informed members that the University is currently taking part in an NHS pilot project relating to self harm among students.

Professor Cousins asked whether students missing or cancelling appointments presented an issue in Student Well-being. Mr Ryan responded that if a student misses two sessions they must start the process again, at the drop-in stage.

8. Departmental Updates

There were no departmental updates.

9. AOB

The Chair updated the Committee on the health and safety arrangements that had been put in place for Unison strike days. This included the review and amendment of emergency procedures, detailed risk assessments, cancellation of

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external events on campus, ensuring first aid and security cover across all three campuses, and providing evening meals to residential students to reduce cooking in halls. The Chair stated her thanks to the staff that had been willing to undertake additional duties on strike days to provide health and safety support. Following review, further measures would be put in place for the next strike days including use of agency security staff. The usual preventative measures in relation to student safety in halls including safety briefings and fire safety videos had been fully completed.

The Chair said the University was disappointed that Unison had decided not to allow the life and limb exemption for Campus Services staff to provide emergency cover. Mr Brian Grice said that Unison Region would be prepared to reconsider this, if a business case from the University was provided. The Chair welcomed this development and agreed to provide a document for consideration by Unison before the strike days in the following week.

ACTION: Chair to provide a rationale for life and limb exemption to Unison.

Dr Johnson asked whether any Plas Caerdeon staff are resident on-site overnight. Ms McManniman responded that this was not the case but emergency provision is in place in the form of an emergency phone contact. Ms McManniman added that colleagues staying on-site with groups overnight receive a thorough induction. The Chair added that currently the new Head of Centre is living in one of the cottages on site but this is only a temporary arrangement while he relocates.

Dr Johnson raised the issue of the recent Email Guidelines distributed to staff. Dr Johnson informed members that a number of colleagues have raised concerns about the guidelines' emphasis on face-to-face communication, adding that this may not always be suitable for staff with mobility needs. The Chair asked Dr Johnson to contact her about this after the meeting.

ACTION: Dr Johnson to contact Chair, as above.

Ms Burgess asked whether 2-3 hour mentor sessions in low-capacity rooms in SWL posed a risk re covid transmission. The chair asked Ms Burgess to contact her about this after the meeting.

ACTION: Ms Burgess to contact Chair, as above.