

## **Health and Safety Committee**

Covid-19 Meeting

4 June 2020, 3.00pm

### Minutes

#### **Present Members:**

Ms Fiona Ryland, Chief Operating Officer (Convenor)  
Dr Matthew Blain, Executive Director of Human Resources  
Miss Hayley Boakes  
Ms Sandra Bond  
Ms Theo Bryer  
Mrs Sonia Buckingham  
Mr Colin Byelong  
Dr Rebecca Caygill  
Dr Alun Coker  
Ms Sheila Curtis  
Ms Francesca Fryer, Director of UCL Estates  
Dr Rachel Hadi-Talab  
Mr Keith Harvey  
Mr Max Hill, Dired7es

4 June 2020

**Attendees:**

Prof Claire Carmalt

Mr Andy Minnis

Ms Deb Nichols

Mrs Kuen Yip Porter

**Apologies:**

Mr Brian Kavanagh

**Part I: Preliminary Business**

**47 Minutes**

47.1 The Health and Safety Committee (HSC) approved the minutes of the meeting held on 20 May 2020.

47.2 The risk assessment wording regarding self-isolation would be amended to match

4 June 2020

48.4 This had been done.

48.5 Arising from minute 43.1, provide a list of trade union health and safety representatives to the Employee Relations Team in Human Resources.

48.6 This would be done shortly.

## **Part II: Strategic Items for Discussion**

### **49 Covid 19: UCL status update**

49.1 The convenor highlighted the planning for the pilot schemes where small numbers of staff could begin returning to work in selected buildings on campus, starting from the week beginning 1 June.

**50**

4 June 2020

all to follow the clear, managed process for building access would be included in the next operations communication.

**52 Any other business**

- 52.1 If the trade unions were to submit a paper on workload to the next meeting, the Convenor would arrange for relevant management representatives to be invited to contribute to the discussion.

The meeting finished at 3.50pm