

# Work Health and Safety Committee

13 October 2023, 11:00 am

## Minutes

### Present Members

Aimie Chapple (Convenor); Kate Boldry; Sandra Bond; Dr Alun Coker; Adrien Cooper; Ian Dancy; Prof Fiona Ducotterd; Joanne English; Simon Galloway; Keith Harvey; Dr Ralph Hick; Damian Johnson; Tansy Jones; David Ladd; Mary McHarg; Dr Giulia Massaro; Deb Nichols; Prof Ivan Parkin; Eira Rawlings; Dr Kerstin Sander; Joanne Tapper; Dr Patrick Ward; Dr Rob Wilson.

### Apologies:

Dr Theo Bryer  
Sonia Buckingham  
Donna Dalrymple  
Max Hill  
Ahmad Ismail  
Prof John Kelsey  
Portia Lamb  
Denise Long

### In attendance:

Dr Neil Coutinho; Dr Antony Hooper; Roberta Perelli; Prof Eloise Scotford; Catherine Stow; Dr Adam Waddingham.

## Part I: Preliminary Business

1. Minutes (Paper 1-01)
  - 1.1. Work Health and Safety Committee (WHSC) approved the minutes of the meeting held on 5 July 2023.
- 2.





7. Annual report of work health and safety (Paper 1-07)
  - 7.1. The (Interim) Executive Director of Health and Safety and Dr Neil Coutinho presented a report providing an overview of UCL workplace health and safety activity and data for the period 1 October 2022 to 30 September 2023.
  - 7.2. WHSC approved the report.
8. Items for discussion from the Trade Unions (Paper 1-08)
  - 8.1. The Trade Unions asked that UCL oversee the production of Bidvest Noonan risk assessments, monitor the impact of the restructuring of Security Services and provide access to risk and equalities impact assessments. They reported that Bidvest Noonan staff were exposed to foreseeable hazards and risks when sent to a vacant building (Hawkridge House) without a risk assessment or adequate information.
  - 8.2. The Convenor asked that the Chair, Work Operational Health and Safety Sub-Committee arrange a meeting with the Trade Unions to discuss the issue.
  - 8.3. The Trade Unions stated that UCL's Prevention of Bullying, Harassment and Sexual Misconduct Policy did not include online intimidation and harassment from external sources.
  - 8.4. Catherine Stow reported that a working group was looking at the issue and due to produce guidance at the end of the year. She would ask if the scope included comments on social media. It was agreed that the secretary would ask the Chief People Officer if a paper could be submitted to the January 2024 WHSC meeting.
9. UMC Health and Safety report (Paper 1-09)
  - 9.1. The health and safety monthly data and activities report for

11.1. The Chair, Chemical Safety Sub-Committee presented a report of the sub-committee's activities over the last quarter.

11.2. WHSC noted the report.

12. Quarterly Report: Fire Safety Sub -Committee (Paper 1- 12)

12.1. The Chair, Fire Safety Sub-Committee presented a report of the sub-committee's activities over the last quarter.

12.2. WHSC noted the report.

13. Quarterly Report: Infrastructure Safety Sub -Committee (Paper 1- 13)

13.1. The Chair, Infrastructure Safety Sub-Committee presented a report of the sub-committee's activities over the last quarter.

13.2. WHSC noted the report.

### Part III: Other Business for Approval or Information

14. Biological Agent Peer Reviewer (Paper 6-37)

14.1. WHSC approved the paper.

Jonathan Blackman  
October 2023