



**Imperial College Union Board of Trustees**

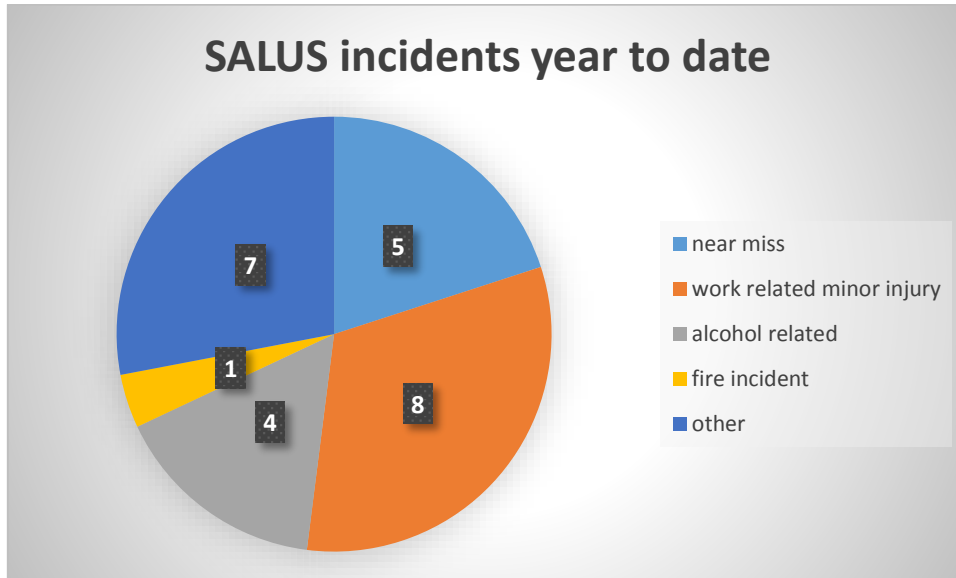
**12 December 2018**

<b>AGENDA ITEM NO.</b>	Item 6
<b>TITLE</b>	Health and Safety Update
<b>AUTHOR</b>	Managing Director
<b>EXECUTIVE SUMMARY</b>	<p>There have been 25 incidents which is a decrease of 3 from the same period last year.</p> <p>There have been no minibus related incidents reported compared to 8 last year.</p> <p>Allergens are a key area of concern at the moment with a staff member with a severe allergy to nuts.</p>
<b>PURPOSE</b>	To inform board of matters related to health and safety since the last report.
<b>DECISION/ACTION REQUIRED</b>	To note the report.

## Health and Safety Update

### Introduction

There were 25 reported incidents between 1 August and 30 November 2018. The breakdown of incidents is as per below:



This represents a reduction from the 28 incidents that were reported in the same period in 2017. It should be noted that there have been no minibus related incidents reported through this mechanism in year to date which is under investigation as the 28 figure from last year included 8 such incidents.

### Key areas of concern

There are no new key areas of concern from the previous report. As was highlighted last month, we had an increase in near miss reporting within the catering operations and this has been an area of close control. We have had no further incidents since early October.

We do have a staff member with a particular severe allergy to coconut and other nuts. There have been a further two incidents of severe allergic reaction and this has been followed up with Occupational Health to get further guidance and support. The staff member has run two information sessions with all staff and a detailed risk assessment is being carried out with regard to required controls within the immediate environment, local environment and then understanding of what is and is not possible in the wider environment.

Jarlath O'Hara  
**Managing Director**  
**Imperial College Union**