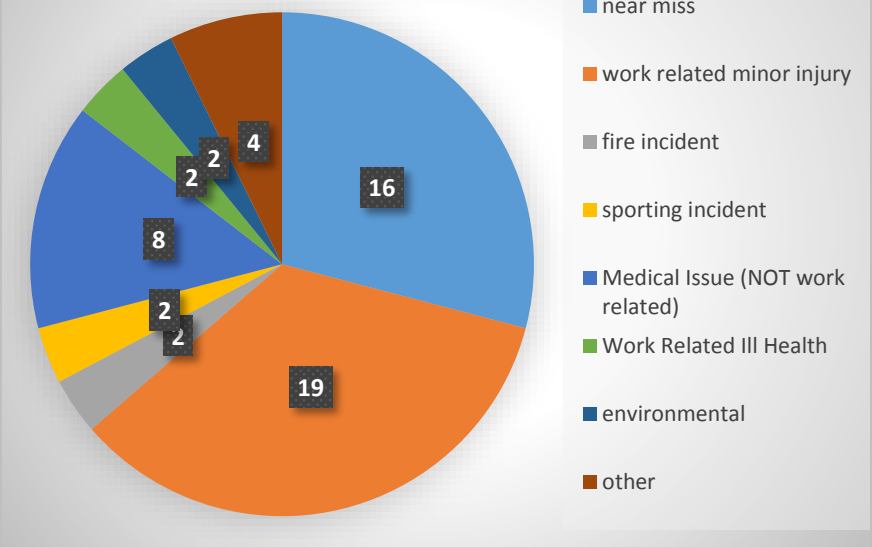


Imperial College Union Board of Trustees

1 May 2019

AGENDA ITEM NO.	Item 6																		
TITLE	Health & Safety Update																		
AUTHOR	Jarlath O’Hara																		
EXECUTIVE SUMMARY	<p align="center">SALUS incidents Aug 18 to Mar 19</p>  <table border="1"> <caption>SALUS incidents Aug 18 to Mar 19</caption> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>near miss</td> <td>16</td> </tr> <tr> <td>work related minor injury</td> <td>19</td> </tr> <tr> <td>fire incident</td> <td>2</td> </tr> <tr> <td>sporting incident</td> <td>2</td> </tr> <tr> <td>Medical Issue (NOT work related)</td> <td>8</td> </tr> <tr> <td>Work Related Ill Health</td> <td>2</td> </tr> <tr> <td>environmental</td> <td>2</td> </tr> <tr> <td>other</td> <td>4</td> </tr> </tbody> </table> <p>There have been 55 incidents reported in year to date up from 53 for the same period in 17/18.</p> <p>The primary increase is seen in near miss reporting which has increased from 9 to 16 this year.</p>	Category	Count	near miss	16	work related minor injury	19	fire incident	2	sporting incident	2	Medical Issue (NOT work related)	8	Work Related Ill Health	2	environmental	2	other	4
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PURPOSE	To update on progress and note reported incidents.																		
DECISION/ACTION REQUIRED	None required.																		

Health & Safety Update

There were 15 reported incidents since the end of January update – none of these are major incidents.

This brings the total to 55 in the year up from 53 for the same period last year.

The major changes from last year are:

- Increase from 9 to 16 near misses reported – this is partially from the number of near misses regarding severe allergies of a staff member.
- Decrease from 18 to 4 'other injury' – this can be attributed to better options being available as well as increased familiarity with the system.
- Increase from 12 to 19 of 'work related injury' – this is partially from the above better classification as well as increased reporting of minor injuries at work across commercial services.
- Decrease from 9 to 0 of 'property damage' which refers to minibus incidents – we can see that whilst there has been a decrease in the number of incidents reported to our insurance, the practise of also reporting these incidents on the SALUS system has fallen off this year.

Other updates include actions that were still open as of the last report.

We received the Occupational health report for our staff member with severe allergies. Following that, leadership took a decision to temporarily allocate the staff member to a separate office space with another of their team. We have discussed plans for a more permanent solution which houses the relevant team in their own office space. That timeline is not yet confirmed but this move is not required from a H&S perspective.

We have received quotes to repair the wooden floors which have caused splinter injuries. Conversations are now underway with College Estates with regard to the scheduling and funding of the works. In the meanwhile, frequent checks remain in place to monitor the condition of the flooring for any worsening.