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- 24.5 Arising from minute 16.6, joint union and management working group on stress.
- 24.6 A plan of action had been created and was to be sent out to focus groups in May. The plan would be brought to the July meeting for approval.
- 24.7 Arising from minute 16.11, pursue with UCL Estates how maximum occupancy levels of teaching spaces could be made available to academic staff in advance of their lecture/seminar dates.
- 24.8 UCL Estates will be adding maximum occupancy levels next to the fire notices in rooms – however roll out had been delayed by Covid-19 and would resume as soon as possible.
- 24.9 Arising from minute 16.19, an update on the case / impact study on the impact of overcrowding at the IOE at the next meeting.
- 24.10 A series of initiatives had been instigated in cooperation with the local management, addressing security, fire evacuation and occupancy of centrally and locally bookable rooms, and were progressing well.
- 24.11 Arising from minute 17.2, that an operating model for Safety Services be provided at the next meeting in a more detailed report, to show clearly the requirement for additional resource along with appropriate benchmarking and comparison.
- 24.12 The paper was being completed and would be provided for review as soon as it was finalised.
- 24.13 Arising from minute 17.3, Review the staffing structure of Workplace Health against the recommended Higher Education Occupational Practitioner (HEOPS) minimum.

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- 24.14 Analysis of the HEOPS benchmark shows that staffing levels are within 1FTE of best practice. However the number of students using the service may now fall in the short term (immediately post Covid-19), so staffing levels are likely to come into tolerance. If volumes remain at previous levels or increase this will be reviewed.
- 24.15 It was agreed to review Workplace Health staffing levels in conjunction with local performance for a paper for the HSC meeting in April 2021.
- 24.16 Arising from minute 19.2, a report be provided by UCL Estates on the response to the eight asbestos-related incidents reported in the previous quarter.
- 24.17 A table setting out how the incidents had been dealt with would be made available. It was reported that the majority of incidents had in fact been closed, but investigations were in process or had been undertaken but not yet logged on riskNET.
- 24.18 Arising from minute 21.1, Investigation to be undertaken into a potential failing in the PEEP process reported by the trade unions.
- 24.19 The trade unions would provide feedback on a potential failing in the PEEP process so that this may be appropriately investigated by Safety Services.

Part II: Strategic Items for Discussion

25 Covid 19: UCL status update

- 25.1 The Executive Director of Human Resources described the work and responsibilities of the temporary leadership structure that had been created to address the impact of the Covid-19 pandemic on UCL.

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28 Covid 19: Risk assessments for essential workers

28.1 A committee member recommended that guidance be provided for managers

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30.1 It was reported that further discussion was needed on who to include in the