## Imperial College Union Health & Safety Update

### April 2018

The Union has made a strategic commitment to creating a step-change in our safety management practices. There are two primary purposes for the development of this work:

- Legal and compliance including to demonstrate appropriate systems and measures to auditors, regulators or inspectors.
- To develop the safety management awareness and skills of all those involved, namely: student participants; student volunteer organisers; student and permanent staff.

The vision for this is, within a year, to:

- Have the ability to pull out safety management records for any area, Club, Society & Project or team.
- Have appropriate training, delivered by a combination of Union, governing bodies and others.
- Have increased the profile of H&S in a positive way recognition schemes are in place and best practise is celebrated.
- Ensure checks are performed and recorded regularly and we can provide assurance that this happens.
- Be able to demonstrate all of the above.

### **Recent activity and progress**

### HASMAP H&S Audit

Health and safety management profile (HASMAP) action plan was issued and agreed in December. Up-date on Action plan progress to be submitted to H&S Committee in March.

### Inspections

Six areas inspected Nov- April including CSPs, Bars, and Charing Cross and Rifle & Pistol club.

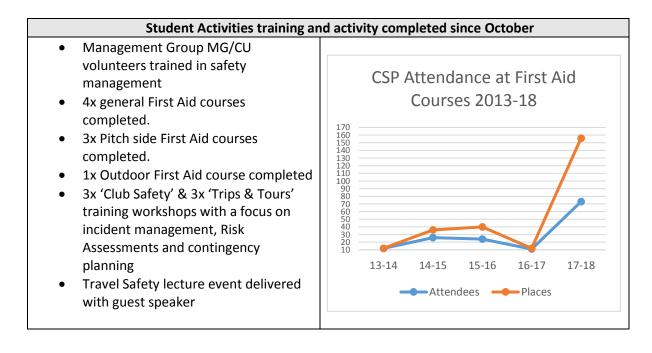
### **Code of Practice**

A health and safety Code of Practice for the Union has been approved by the committee for and is scheduled for implementation following the committee meeting in March.

#### **SALUS Reports**

We have received and investigated 51 SALUS reports August 2017 – April 2018. Increase on the 33 recorded for the same period in 2016/17. Full year 16/17 recorded 49 reports total.

SALUS Reported Incidents										
31.08.17	30.09.17	31.10.17	30.11.17	31.12.17	31.01.18	28.02.18	31.03.18	30.04.18	Total	
0	2	12	13	7	5	5	6	1	51	
31.08.16	30.09.16	31.10.16	30.11.16	31.12.16	31.01.17	28.02.17	31.03.17	30.04.17	Total	
1	2	9	3	2	8	3	5	0	33	



CSP Member First Aid Training Course Attendance									
13-14	14-15	15-16	16-17	17-18					
12	26	24	11	73					

### **CSP Risk Assessment procedure**

- Student Activities introduced requirement for yearly risk assessment before students get their financial responsibility approval; increased number entered in eActivities as a result:
  - > 2016-17: **273** 2017-18: **312**

# **ICXP - Imperial Club Experience Project**

• 'Safety & Risk' has been established as one of five key themes in ICXP, the new CSP accreditation scheme. This includes awarding clubs points for completing Salus reports, Event & Trip/Tour Risk Assessments and External Speaker requests

Commercial Services training and activity January – February							
• 9 x fire safety (shop)	• 1 x RAFT (shop)						
<ul> <li>9 x manual handling (shop)</li> </ul>	<ul> <li>1 x safe use of ladders (shop)</li> </ul>						
• 1 x counter terrorism (shop)	• 6 x MOST (shop) Month One Safety						
• 3 x allergens (shop and ents)	Training						
	• 5 x HACCP (food safety bars & ents)						

### Further actions and activity that are planned in the coming months:

- Commercial Services have commissioned independent H&S advisor to assist with an audit and inspection of Summer Ball 2018 planning and delivery.
- Babour online Environmental H&S resource to be made available to Union staff. Five licences available. Suggested SMG x 3 1x Student Activities, 1x Commercial Services.