**Imperial College Union**

**Health and Safety Committee**

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| **AGENDA ITEM NO.** | Item 10 |
| **TITLE** | CSP Training: provision and evaluation report  November 2018 |
| **AUTHOR** | Iain Pullar |
| **EXECUTIVE SUMMARY** | Every year we train our societies in a number of aspects of running a society. In the last few years, we have shifted focus onto health and safety and deliver a number of initiatives over the year to ensure our CSP’s are trained in Health and Safety. |
| **PURPOSE** | This paper is highlighting the initiatives and training of our clubs and societies in regards to health and safety.    Discussion topics     1. Is the training that we are doing appropriate. |
| **DECISION/ACTION REQUIRED** | For discussion |

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 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.

**Actions completed since October**

* Management Group training half-day where MG/CU volunteers were trained in safety management of their clubs.
* 2x general First Aid completed.
* 1x Pitch side First Aid courses completed.
* All societies have been emailed and recommended to go on relevant First Aid Course with attendance increasing in line with training course provision.

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| **CSP Member First Aid Training Course Attendance** | | | | | |
| 13-14 | 14-15 | 15-16 | 16-17 | 17-18 | 18-19 |
| 12 | 26 | 24 | 11 | 73 | 14 |

* 7x ‘Club Safety’ & 2x ‘Trips & Tours’ training workshops with a focus on incident management, Risk Assessments and contingency planning
  + 89 individuals training at *Safety & Risk Management training* as of October 2018
  + Have not been able to record satisfaction levels in our training yet.
* Launch of a system requirement of completion of yearly risk assessment before students get their financial responsibility approval; number of risk assessments entered in eActivities as a result:
  + **2016-17**: 273
  + **2017-18**: 312 (235 YTD)
  + **2018**-**19:** 238 individual risk assessments submitted. 765 risk assessments in total.
* ‘Safety & Risk’ has been established as one of five key themes in ICXP, the new CSP accreditation scheme. This includes awarding clubs point for completing Salus reports, Event & Trip/Tour Risk Assessments and External Speaker requests (reputational risk management).
* Online health, safety and risk training established on training hub for students. This has been viewed 51,472 times by students by 700 unique students.

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February 2018